App. F. IX-4

1947 48
(C.B.)

File No. 341-47

Serial Nos.

Previous References.
C.B. 272 457
Gen Dep 297-44
Gen Dep 219-44

Later References.
341-(47)-F

P

GENERAL AND REVENUE SECRETARIAT

Serial Nos Sine

✓

Part B for July 1948

SUBJECT

Retirement from Service of Miss L Coteliingam Principal Maharanis College for women, Bangalore and grant of Leave from 3rd April 1948 for 6 months preparatory to retirement after the Leave

Notfn. No 10039/C.B. 1. 7. 48

Notfn for the ——

I The Confidential Mysore Gazette

N Govindaraj
6/8/48

D 7051
E

CB 341-47-1

From The Regr mys University Mysore

Letter no R P 311/46 47 dated 7 6 1967

Requests sanction to the recommendation of the Vice chancellor for granting the most favourable Kind of leave for the remaining period of service of Miss Cotelingam principal Maharanis College for Women Bangalore (preparatory to Retirement)

The University reports that ~~she has~~ the principal has 1 year and 3 months of service yet The period of leave she is entitled to has to be ascertained from the Comptr Besides the appeal R Gl 29/6 to be a matter which is to be placed before the University Council and then resolution send up to Govt for order The explanation also for the irregularities which has to be obtained from Miss Cotelingam according to Rules Subr for orders

Bjl 24/6 2 Miss cotelingam is said to be not equal to the responsibilities of her present position as Principal Hence she will have to be granted leave preparatory to retirement ~~under these~~ ~~expected~~ Since she is in grade Rs 400 700 the

Unsatisfactory management of the Maharani's College for Women Bangalore

Question may be dealt with in the C B after going through the formalities

John Sec 22

24/6

CONFIDENTIAL BRANCH G. A. S. No. 2305 Date 25/6

HON SECY'S Dy. 5608 Date 24/6

3 Answer dealt with in CB file 24/6/47

C B 2 24/6

Submitted

1. The report relates to the unsatisfactory management of the Maharani's College for Women Bangalore by its present principal Miss L Gotelingam It is stated that the Vice Chancellor inspected the College on 13th February 1947 and in the course of the inspection he noticed several serious irregularities in the working of the College Some of the numbering bureau important irregularities are enumerated in para 2 of the P. U. D. The irregularities mostly relate to the maintenance of accounts and other registers A detailed note of inspection conducted by the Chief pay and Accounts Officer of the University regarding the condition of account registers and records at the College is also enclosed to the report Important portions of this note are marked in the margin

5 The Registrar Mysore University reports that apart from this long catalogue of defects Miss Gotelingam does not seem to possess either the necessary academic qualifications for teaching the degree classes or the tact and discretion to manage the affairs of the College

Serial No.

to the satisfaction of the University and the general public. In this connection the Registrar invites reference to certain allegations made against Miss Gotelingam in an article in the Pouravani and in some petitions to the effect that girls of the college were being taken out by her to parties of Military Officers without their parents consent and that certain British Officers were being taken round the College and the Hostel. This matter was enquired into by the previous Vice Chancellor Mr Singaravelu Mudaliar and Miss Gotelingam admitted both the charges but pleaded that it was done with good intention. A mild warning was administered to her in that connection (vide Uni. Dep 219 HH collections placed below)

6 The Registrar further reports that the Maharanis College for Women Bangalore is the only first grade College for women in the State that it is a task growing institution and that steps are being taken to make it a self sufficient College at least up to the pass Degree Standard especially in respect of Science instruction He states that the Vice-Chancellor is of opinion that

NOTE—Contn. Sheet.

unsatisfactory management of the Maharanis College for Women Bangalore by the principal Miss L Gotelingam.

5305

File No. of 194

General and Revenue Secretariat

Serial No.

the College requires for its principal a person of far higher academic qualifications and competence and better managing capacity and administrative experience that Miss Gotelingam is not equal to the responsibilities of her present position as Principal and that She may be given the most favourable kind of leave for the remaining period of her Service viz, one year and three months, so that the post of the principal may be advertised and a suitable candidate selected for that appointment

4 Miss Gotelingam is the 2nd grade professer in grade 400 25 700 She is working as principal Maharanis College for women Bangalore since 1-9-1945 She will have one year and three months of service on 3-7-1947 to attain the age of Superannuation

8 All the leave at the credit of Miss. Gotelingam will be ascertained Separately from the Comptroller to Govt

9 The recommendation of the vice chancellor is for orders

27/6 10 Miss L Kotelingam Principal Maharanis College for Women is drawing a pay of Rs 425 on the grade of

Serial No.

in the grade of Rs 400-25-700 from 1-9-46. She will attain the age of superannuation on 3-10-1948. The total period of leave to be given comes to nearly one year and three months under Art 208, M.S.R the maximum amount of leave that may be granted to an officer at one time is 12 months or 18 months when the leave is extended on Medical certificate and thereafter to leave without allowances. In view of this a portion of the applied for leave may perhaps have to be treated as leave without allowances. Of the twelve months leave (i) three months may be privilege leave for ~~3 months~~ on ~~half pay~~ half pay or refund pay if the ~~it~~ is at credit (ii) 3 months furlough on full average salary. The rest viz six months furlough on half average salary or (ii) six months furlough on full average salary and six months furlough on half average salary. The amount of leave that will be available at the credit will be separately asked for from the Comptroller

11. In the meantime orders are solicited

NOTE—Contn. Sheet.

5229
Cc

File No of 194 | General and Revenue Secretariat

Serial No

regarding the proposal of the University to grant Combined leave for one year three months to Miss Cobelingam preparatory retirement from service with effect from 3-10-58 the date of her superannuation

12 2t is not known whether Miss Cobelingam was not given an opportunity to explain the irregularities noticed by the Chief Pay and Accounts Officer during the audit of the accounts of the College and whether all of them relate to the period during which She has been holding the post of Principal further action to be taken in this behalf is for orders.

13 In para 4 of the letter the Registrar States that a mild warning was administered to the Principal in connection with an article that appeared in the Ponnaivanii But from the Vice Chancellor's D.O letter date 17th April 1958 it is

R

5305/42

Serial No.

seen that only instructions seems to have been issued to the acting Principal (Miss Cotelingam.) The University itself is perhaps competent to issues warning to a Gazetted officer. Whether any notice need be taken of it now is for orders

Submitted.

9/6/47 WMR

14. The Maximum leave that could be granted to Miss Cotelingam with full or half pay is one year while she has one year and 3 months more of Service for reaching the age of superannuation. The actual period of leave on full and half pay she would be entitled to may be ascertained from the Comptroller

15. Before compulsorily retiring the Officer thrusting on her all the leave at her credit and leave without allowances as proposed by the University it seems fair that the Officer should be given an opportunity to explain the Charges against her. The Registrar may perhaps, be requested to obtain her explanation and forward it with the remarks of the University.

Edn. Secy 28/6/47

16. The Vice-Chancellor may be

EDUCATION SECRETARIAT C.B. No. 30b

NOTE—Contd. Sheet.

7057/E

File No. of 194 — General and Revenue Secretariat

Serial No.

be requested to obtain the explanation of Miss Coutelingam on the several charges levelled against her and send the same with his remarks and the opinion of the Ld Council, 6/7/47

17) 6/7/47

18) Subs with a dft for approval

Son 10/7/47

19. For approval

Son Secy 10/7/47

20. 10/7/47

CB) 10/7

EDUCATION — CB — 1947 — Date

No. 139/CB Dated 14.7.1947

To Adeeb ul Mulk S. Sultan Mohiyuddin Esqr. M.A., L.L.B., M.Ed.

Vice-Chancellor Mysore University

Requests him to obtain the explanation of Miss R Coutelingam on the several charges levelled against her and forward the same with his remarks and the opinion of the University Council in the matter.

Sd/- 17/7

Unsatisfactory management of the Maharani's College for Women Bangalore

5305 ∫ 200.

General and Revenue Secretariat | File No. | of 194 | [App. F. III–2

Serial No.

3 Letter No. P. 12 dated 19th July 1947 from the Vice chancellor, Mysore University stating that the fresh charge against Miss Gotelingam is the unsatisfactory management of the College generally and the failure to maintain the necessary records and registers in proper order and that the other matters adverted in the report had reference to the period before taking charge of his present office that as per the irregularities summarised in the 2 para of his letter dated 7-6-47, Miss Gotelingam's explanation will be called for and the whole matter will be placed before the University Council and that the opinion of the Council together with his remarks will be furnished to Government as requested

21 The Vice-Chancellor's letter is submitted for perusal.

22 Further report in the matter will be awaited.

R 22/7. Edn Secy) 23.7.47
22/7/47

22/7/47 Minr Edn 25 24. R 22/7/47 Mon 28/7

25/7/47

R 25/7/47

Subd

26. The report promised by the V.C. has not yet been received

Whether a Reminder should be issued in the matter may be considered

Sus A' 26/7. 28/7/47 Edn Secy) 29 28/7/47 Mon 31/7

EDUCATION SECRETARY No. CB 22/7 Date 22/7

OFFICE OF THE MINISTER FOR EDUCATION C. P. W. Date 25/7 No. 7.0.5

EDUCATION SECRETARY No. CB 25/7

EDUCATION SECRETARY No. CB Date 28/7/47

NOTE—Contn. Sheet

Serial No.

4937
26/11

30 Draft letter of the Secretary
Can be sent for approval
Sd
25/11/47
(Chief Secy)

31 Secy
25/11/47

32 WG
29/11/47

Sd
25/11/47

No 3365/C3 Dated 29-11-47
To the V C Mysore

Letter No. P 3-1012/ Dated 3.12.47
from the Vice Chancellor
Mysore University

Forwards the explanation of Miss L Chellappan Principal Maharani Colleges for Women Bangalore and recommends that she might be granted leave ~~with~~ from Jan 1948 preparatory to retirement from service

33 While submitting his recommendation the Vice chancellor states that Miss L Chellappan was given full opportunity to explain her case to the various defects & irregularities disclosed by the Inspection Note of the Accounts of the College prepared

Serial No.

prepared by the Chief Pay & Accts Officer of the Univ. As the Head of the Institution she alone can give an explanation for her failure to comply with the rules & regulations of the Univ governing the academic & financial administration of the College. On the other hand she has thrown the entire blame on the ministerial staff working under her in the College

34 The reports of the Inspection and her replies thereon it is stated circulated by the Univ Council also and they have also agreed with the Vice Chancellor in his recommendation to retire Miss Colelingam from 1st Jan 1948 after giving her the leave admissible Subject to orders in the replies

35 In para 3 of his letter dated 31st Dec 1947 the Vice Chancellor has stated that an examination of the reports and their replies clearly brings out that Miss L. Colelingam failed in the discharge of her duties as Principal of a premier University Institution

36 Miss Colelingam will attain the age of superannuation on 3-10-48 In the Civil List Corrected upto 1st July 1947 She is shown as

NOTE—Contn. Sheet.

Leave to Miss Colathigam Principal Maharani's college

9203

File No. of 194 | General and Revenue Secretariat

Serial No.

as drawing a pay of Rs 425/ pm in the grade of Rs 400 25 700 from 1-9-46 the confl Reports of this officer are also put up

37 The recommendation of the University to grant leave to miss Colathigam preparatory to retirement from service is for orders

Formal 9/1/48

38 The retirement of a gazetted Officer is Council matter (Govt Secy) Secy 13/1/48

39 Correspondence that took place before the question of punishing her arose cannot be taken as her explanation She cannot be asked to frame a regular charge against her and take her explanation and send up the case with their opinion

Min r (P.H.) Fdrp 15/1/48

40 A subsequent report of the incident against this person or her going away on leave without previous sanction also indicates that Miss Kolathigam is irresponsible During the leave she was not in Bangalore If she was really so sick why she did not report sick at Bangalore is a matter for consideration

Update put up Sir The letter received today from the Registrar re: Miss Colathigam D2923 Secy 15/1/48 CS. Letter No A3-1012 dt 13-1-48 from the Regr Univ stating that Miss K Colathigam has gone on leave without obtaining permission etc, pleased to forward herewith Govt Secy 15/1/48 Secy 16/1 Formal 15/1/48

41 This paper is not in the file Pl 16/1/48 CB 42 CB) Sir A Secy

SECRETARIAT CB 15/1/48

SECRETARIAT CB 16/1/48

SECRETARIAT 17/1/48

Leave to Miss Cobbingam, Principal, Maharani's College

2903

General and Revenue Secretariat | File No | of 194 | [App. F. III-2

Serial No.

Sickness cannot be the ong reason for her to take leave and go out of Bangalore Her conduct deserves to be noticed But before doing so her explanation is necessary and the same may be called.

Min Edn)

17/1/48

17/1

4 The subject is pending during the past more than 6 months If all that is stated is true what should be the fate of the institution in the charge of the lady The Secretary has raised the question of framing charges against her and calling for her explanation that may take time but the case must become ready for final decision of the Government within the utmost period of 15 days urgent action may be taken

30/1/48

3/2/48

Submitted

5 Draft letter is put up for approval

6 A reminder may be sent to the D C on the 15th if his report is not received

Edn Secy)

4/2/48

4/2/48

7 Yes

4/2/48

Submitted

8 Draft reminder is put up

9 Please retype the reminder as corrected and put up.

11/2/48

11/2/48

NOTE—Contn. Sheet.

OFFICE OF THE MINISTER FOR EDUCATION
Date. 12-1-48
No. 1042

EDUCATION
No. C15
3/2/48

File No. 2803 / V 3402 / CS of 194 — General and Revenue Secretariat

Serial No.

Submitted

50 Typed as this is putup

51 For approval and signature

(Sd/- Leey) 11/2/48

(Sd/- R) 11/2/48

Letter No 5512/CS Dated 11.2.48

To the Vice Mysore Univ

Letter No P122 Dated 18.2.48

From The Vice Chancellor

Mysore Univ

D 8402

CS

Submits a further report regarding the irregularities & lapses in the work of Miss L Colelingam & her mismanagement of the College together with her replies & the various Charges framed against her & states that her whole attitude has been a cause of deep embarrassment & the Univ Authorities etc

52) Submitted with Reference vide paras 39 44 & 46 of the Note

for order

53 Note

28/2/48 Sd/- Leey 24/2/48

Note 54 may be seen from the report that Miss Colelingam is an inefficient and irresponsible principal of the college on very flimsy grounds, she has utilized

utilized the leave in anticipation of sanction, at a time when she had been entrusted with very important and responsible work in connection with the examinations then we see that she left Bloemfontein leave it is difficult to accept the statement that she was so ill as to go away on leave without giving the warning - an opportunity to make some arrangements for the conduct of the examinations. Then she is an irresponsible officer.

55 Her management of the office is anything but satisfactory This state of affairs cannot be entirely attributed to want of staff or inefficient staff. She does not appear to be efficient in the discharge of the duties of her office.

56 Her previous reputation in connection with locking some girls students in the toilet to keep company with some military officers gave rise to a lot of scandal in the local press and an enquiry into the said allegations disclosed that her conduct was not free from doubt, and above board.

57 Nowadays, we hear a lot about this lady through the local press re her conduct towards Hindu girl students and the management of the hostel news opened hostel

3402
CK

58 In these circumstances it is better to get rid of her by relieving her with effect from 3rd 3rd Oct A/N, after giving her leave preparatory to retirement. This light punishment is supported in view of her long service and of her retiring in ordinary course on 3 Oct A/N

Main Edn)

25/2

59 The Maharani College for Women which is the only First Grade College for Women in the State had a strength of nearly 700 (girl) students. The Head of such an institution must be one who is keenly alive to her duties and responsibilities and is quite capable of discharging them efficiently and well. From what is reported and known about her she does not deserve to continue in the position she is now occupying anymore. In my recent visit to that College she happened to be absent when I went there even though previous intimation had been sent to her through the Registrar of the University. Teaching arrangements appeared to be in confusion and even control over girls was not much in evidence. In the best interest of the Institution she may be given such leave as she is entitled to and retired from

Re: Retirement of Miss Z 40 Ld. Sotheringam
CB

Service as recommended by the University

Council matter

Dfe
28/2/48

Chief Min
+ Dewan in Charge
WJC

60 Council meeting
Kca ~~may be convened~~
Kca
2/3

CB

4/3/48

Office of the Minister for Education
No. 1835
Date. 1.3.48

Office of the Chief Minister
No. C 759
Date. 2.3.48

Submitted

OFFICE OF THE MINISTER FOR EDUCATION
Date. 3.3.48
No. 1871

6 | Draft Circulation ~~note~~ put up for approval
62 Mcy 10/3/48

Eon Secy
8/3/48

960
9/4

signed
Two Copies of F & P are placed below

6/4/48

Chief Min + Dewan
8/4/48

Kca
9/4

C 1067

Extract from the Proceedings of the thirty third *Meeting of the Council of Ministers held at Bangalore on* 25th March, *1948*

SUBJECT

Question of retirement of Miss Cotelingam.

OPINION OF THE COUNCIL

64 She may be retired from service from the date of her superannuation viz., 3-10-1948.

65 She may also be granted six months' leave on full pay preparatory to retirement.

(Sd) K. CHENGALARAYA REDDY

Chief Minister in charge of current duties of the Dewan.

"EXTRACT"

Chief Secretary to Government.

Unsatisfactory management of the Maharanis College for Women Bangalore

C 1067 3402 2803

General and Revenue Secretariat | File No. of 194 | [App. F. III–2

Serial No.

Submitted

16 D. F. N. is put up for approval.

(Gen. Secy.) 67 30/8/48

29/3 (Minr Edn) 30/8/48

30/8/48

OFFICE OF THE DIRECTOR FOR EDUCATION
Date. 1-4-48
No. 2327

NOTE—Contn. Sheet.

Final Note by the Minister for Education

Subject.— Unsatisfactory management of the Maharani's College for Women, Bangalore, by its Principal Miss L. Cotelingam.

\- - -

Flag H

69 In June 1947, the University brought to the notice of Government several irregularities in the working of the Maharani's College for Women, Bangalore, which were observed in the course of the inspections of the College by the Vice Chancellor on the 13th February 1947.

70 Apart from these irregularities which reflect discredit on the Principal Miss L. Cotelingam, the University also brought to the notice of Government that Miss Cotelingam did not seem to possess either the necessary academic qualifications for teaching the Degree Classes or the tact and discretion to manage the affairs of the College to the satisfaction of the University and the general public. It was also pointed out how her previous conduct in connection with taking some girl students of the College to the Civil and Military Station to keep company with some military officers gave room for lot of scandal in the local press and how she had been warned for the same. It was recommended that Miss Cotelingam may be given a most favourable kind of leave for the remaining period of her service and permitted to retire and that the post of the Principal may be advertised and a suitable candidate selected for the appointment.

71 On examination of this report, Government considered it desirable that Miss Cotelingam should be given an opportunity to explain the charges levelled against her and accordingly the Vice-Chanceller was requested to obtain the explanation of Miss Cotelingam on the several charges and send the same with his remarks and with the opinions of the University Council in the matter.

72 While submitting his recommendations, the Vice-Chancellor

has stated that Miss L. Cotelingam was given full opportunity to explain her case and the various defects and irregularities disclosed at the inspection. As the head of the institution, she should have furnished satisfactory reasons for her failure to comply with the rules and regulations of the University governing the academic and financial administration of the College. On the other hand, she has thrown the entire blame on the ministerial staff working under her in the College. The reports of inspection and her replies were, it is stated, considered by the University Council also and they have also agreed with the Vice-Chancellor in his recommendation to retire Miss Cotelingam after giving her the leave admissible.

73 In January 1948, the University reported to Government how irresponsibly Miss Cotelingam conducted herself at the time of the University Examinations in December 1947 in having availed herself of the leave, without the previous sanction of the University and having handed over the question papers to a non-gazetted member of the College staff.

74 When the file came to me, I minuted as follows:

"The Maharani's College for Women which is the only First Grade College for Women in the State has a strength of nearly 700 (girl) students. The head of such an institution must be one who is keenly alive to her duties and responsibilities and is quite capable of discharging them efficiently and well. From what is reported and known about her, she does not deserve to continue in the position she is now occupying any more. In my recent visit to that College, she happened to be absent when I went there even though previous intimation had been sent to her through the Registrar of the University. Teaching arrangements appeared to be in confusion and even control over girls was not much in evidence. In the best interest of the Institution, she may be given such leave as she is entitled to and retired from service as recommended by the University."

Final Note—(Contn. Sheet)

Flag E

75 The matter was considered at a meeting of the Council held on 25th March 1948 when the following resolution of the Council was recorded:-

> "She may be retired from service from the date of her superannuation, viz., 3-10-1948"
>
> "She may also be granted six months' leave on full pay preparatory to retirement".

76 I solicit the gracious approval of His Highness to the resolution of the Council.

D H Chandrasekharaiya

MINISTER FOR EDUCATION

Bangalore,
Dated 6-4-1948.

Submitted to His Highness

77 I submit herewith, for the gracious approval of His Highness, a Final Note by the Minister for Education on the proposal to retire from service Miss L. Cotelingam, Principal, Maharani's College for Women, Bangalore, from the date of her superannuation, viz., 3rd October 1948.

K Chengalaraya Reddy
CHIEF MINISTER
in charge of current duties of the Dewan.

Bangalore,
12th April 1948.

Record of Cases submitted for the Orders of His Highness the Maharaja.

Subject.

Proposal to retire from service Miss L. Cotelingam, Principal, Maharani's College for Women, Bangalore, from the date of her superannuation, viz., 3rd October 1948.

Order.

1027.

15/4/48

General and Revenue
Secretariat.

C.1067

WD 01509—GPB—500—4-12-47

SUBJECT:—

Proposal to retire from service Miss L.Cotelingam, Principal, Maharani's College for Women, Bangalore, from the date of her superannuation, viz., 3rd October 1948.

Circulated to Council of Ministers for perusal of His Highness orders before/after issue of orders.

Uddamaraiah
Chief Secretary to Government.
20/4

Through the Secretary to Government,
Education....Department.

22/4/48

C/3 26/4/48.

1. Chief Minister. (Seen)
2. Minister for Finance and Industries.
3. Minister for Law and Labour.
4. Minister for Public Works and Agriculture.
5. Home Minister.
6. Minister for Local Self-Government.
7. Minister for Public Health and Excise.
8. Minister for Education.
9. Minister for City Municipalities and Muzrai.

Secretary to Government,
Education Department
with compliments

NOTE.—Contn. sheet

Proposal to retire Miss L Cotelingam

3402
CB

General and Revenue Secretariat | File No. | of 194 | [App. F. III–2

Serial No.

Letter No. A3 892/47-48 dated 7-4-1948 from the Registrar University of Mysore forwarding a copy of his Office Memorandum dated 1-4-1948 regarding the relief of Miss L Cotelingam on 3rd April 1948

Letter No. A3 892/47-48 dated 23-4-1948 from the Registrar University of Mysore requesting that formal orders may be communicated at an early date so that further action may be taken immediately for filling up the post of Principal Maharanis College for Women, Bangalore before the commencement of the next academic year

Submitted

79 Draft G.O. permitting Miss Cotelingam to retire from Service from the date of her superannuation, viz., 3rd October 1948 is put up for Consideration.

80 A certificate regarding the amount of leave on full ~~pay~~ pay or on the credit of Miss L. Cotelingam on 3rd April 1948 is separately called for and a formal notification sanctioning the leave will be issued after the receipt of the said certificate

81 Draft G.O for approval.

4/5 Edn Secy 5/5/48

4/5/48

82 This may be done

5/5

82 Approved

5/5/48

5/5/48

NOTE—Contn. Sheet

G.O. No. 8446/CB. 295-47-1 dated 6.5.48

Proposal to retire Miss. R. Cotelingam 5402/CB

File No. of 194 | General and Revenue Secretariat

Serial No.

Submitted

It the certificate re: the amount of leave on full pay at the credit of Miss R Cotelingam has since been received. It is seen therefrom that Miss Cotelingam has got only furlough on average salary only for 5 months on 3-4-1948. Since it has been decided to grant her six months leave on full pay it is for orders as to how the remaining period of one month has to be treated It has been informally ascertained from the Audit office that Miss Cotelingam has got privilege leave on half pay for Three months

Submitted for orders

B/17/5 As under Art 145 (3) of the M.S.R. the authority competent to sanction the leave may commute the whole or any portion of any leave granted under these regulations retrospectively into any kind of leave which was admissible when the original leave was granted It is seen from the above note that Miss R Cotelingam has got privilege leave for 3 months on half pay It is for consideration if the privilege leave on half pay for 3 months may not be commuted into privilege leave on full pay for 1½ months under

3402 CR 2669 CR

Leave to miss L Colelingam Principal Maharanis Coll for women

General and Revenue Secretariat | File No | of 194 | [App. F. III–2

Serial No.

Art 145 (3) M.S.R and Miss Colelingam permitted to utilise one month's privilege leave on full pay and 5 months' furlough on full average salary.

86. Fin Sect may be consulted

Submitted

sd/- R 17.5.48

87 Miss Colelingam may perhaps be granted Combined leave for 6 months out of which 5 months will be furlough on full average salary and one month privilege leave on full pay (the privilege leave on half pay at her credit being Commuted into one on full pay under Art 145-(3) MSR with financial Concurrence)

Edn Secy 17/5/48

88. Minr (Edn) sd/- 18/5/48

Exo I Jt Secy

89 sd/- 19/5

90 sd/- 22-5-48

31/5/48 sd/- 24/5/48

sd/- 2/6/48 sd/- 25/5

sd/- 3/6.

Submitted

91 sd/- 4/6 Draft Notification put up for approval

sd/- 4/6/48

92 May be approved

Edn Secy 5/6/48

93 Issue sd/- 6/6

sd/- 7/6

NOTE—Contn. Sheet.

Recd on 24/6

GENERAL & REVENUE SECRETARIAT * U. O. NO. FL 82.50 * 19 MAY 1948 * FINANCIAL SECRETARY, BANGALORE *

18.5.48

OFFICE OF THE MINISTER FOR EDUCATION Date. 31.5.48 No. 3462

Leave to Miss R Gobalingam

File No. 4669 of 194 41

General and Revenue Secretariat

Serial No.

Letter No. 983/G.A.D. dated the 14th June 1948 from the Comptroller to Govt intimating that the correct amount of furlough on average salary at the credit of Miss R. Gobalingam on 3-6-1948 was 4 months and 20 days.

Submitted.

94. In view of the above letter since received from the Comptroller to Govt. the draft Notification already approved and ordered to be issued in para 93 supra need some modification as indicated in pencil furlough leave on full average salary will have to be reduced from five months to 4 months and 20 days, and the privilege leave will have to be increased from one month to one month and ten days.

95. For orders if the draft Notification as revised as indicated above may issue.

96. The Corrections may be approved.

24/6

25/6/48

25/6/48

Hon Secy

27 Y.S.

Secy

26/6/48

Hon/Secy 28/6

Fl comm No. 36

Fin Secy has agreed

Draft Govt Sanad

Issued 3/7

3/7

3/7

Retirement of Miss L. Gotelingam and Consequential Arrangements

General and Revenue Secretariat

File No. 3402/CB of 194

App. F. III-2

4669 / 5411

Serial No.

Letter No. A.3-892/47-48 dated 14.6.1948 from the Registrar University of Mysore requesting sanction of Govt. to advertise the post of Principal Maharanis College for Women Bangalore in accordance with the conditions laid down in G.O. No. 2943-4/Uni 78-12-1 dated 28-12-1948.

Submitted

98 The draft advertisement is for perusal and orders.

99 Draft letter conveying approval of Govt. is put up for Consideration.

May be approved, perhaps. May 3/7/48

3/7

Sen Ley

Min^r (Edn)

Sen 8/7/48

Draft 10/7

Dfte 14/7/48

Sen 15/7/48

May 16/7

OFFICE OF THE MINISTER FOR EDUCATION
Date 12.7.48
No. 209

CB 5/7/48

issued no 231/C.B dated 17th July 1948 to the Registrar, University of Mysore conveying the approval of govt to advertise the post of principal maharani. College for women Bangalore

B

Note.—Contn. Sheet

Tel. Address: UNIREG.
Telephone: No. 277.

University of Mysore

GEN'L & REV. SECT.
EDN. DEPT.

CONFIDENTIAL.

No. R.P.311/46-47
Encl. (Report Six books)

Edn
9/6/47

7057/E

Office of the University of Mysore,
MYSORE

.....7th June..... 1947

FROM

D. S. GORDON, Esq., M.A., LL.B., B.T., A.M., DIP. EDN.,
Registrar, University of Mysore,
MYSORE

To

K. Thipperudriah, Esq., B.A.,
Education Secretary to the Government of
His Highness the Maharaja of Mysore, Bangalore.

Sir,

1) I am directed to address Government in regard to the unsatisfactory management of the Maharani s College for Women, Bangalore, by its present Principal, Miss L Cotelingam.

2) The Vice-Chancellor inspected the College on 13th February 1947, and in the course of the inspection he noticed several serious irregularities in the working of the College, the most important of which are noted below:-

1. The Students Attendance Registers, which are important initial records and on which admission of candidates to the Examinations is based according to the University Ordinances, had not been maintained with proper car
2. The Marks Register was incomplete as the entries relating to the Mid-Session Examination of October 1946 had not been made.
3. The Minute Book of the College had not been maintained up-to-date.
4. The correspondence registers were in a confused state and it was not possible to ascertain the number of references pending disposal.
5. Time-barred records had not been weeded out and action had not been taken for their destruction, though the need therefor had been pointed out at previous inspections.
6. The records were found in a chaotic condition, and even important standing orders of Government and University Circulars had not been properly arranged and filed.
7. No statement of distribution of work among the staff was maintained and the work of the clerks had not been checked. The Principal had not at any time examined the pendency of correspondence with the clerks.
8. The Calendar of Returns of 1946-47 was noticed to be blank, and whether the periodical returns were submitted in time or not could not be ascertained.

p.t.o

Confidential.
No.R.P.311

5) On the academic side, the adequacy of her qualifications to teach Sociology to the Degree Classes was seriously doubted by Rajasabhabhushana Mr. E. G. McAlpine, and although Mr.Singaravelu Mudaliar, relying on Mr. V. L. D'Souza's opinion, stated in his D.O. letter No.P.322 of 14th July 1945 that no further action in the matter was necessary,and although the Government agreed to that proposal, the Vice-Chancellor has received complaints about the ineffectiveness of Miss Cotelingam's teaching work,through lack of competence.

6) The Maharani's College for Women, Bangalore, is the only First Grade College for Women in the State and it is a fast growing institution. Steps are being taken to make it a self sufficient College, at least up to the Pass Degree standard, especially in respect of Science instruction. The Vice-Chancellor is of opinion that the College requires for its Principal a person of far higher academic qualifications and competence,and better managing capacity and administrative experience. Miss Cotelingam, whatever her fitness for an Assistant Professorship may be, is not equal to the responsibilities of her present position as Principal. But she has still a period of one year and three months to attain the age of superannuation. The Vice Chancellor therefore recommends that she may be given the most favourable kind of leave for the remaining period of her service, viz., one year and three months, so that the post of the Principal may be advertised and a suitable candidate selected for appointment.

7) I am to request you kindly to obtain the approval of Government to the above proposal.

I have the honour to be,

Sir,

Your most obedient servant,

REGISTRAR.

vs/7

UNIVERSITY OF MYSORE

Important points in the Inspection Note on the accounts of the Maharani's Women's College, Bangalore.

1.	Keeping open the Imprest account beyond the end of the month and the clumsy manner in which the Contingent Register is written up.	Para. 2
2.	Want of an authorised programme or budget to regulate the expenditure under Sports, Association & Reading Room accounts	Para. 3
3.	The incomplete condition of the Register of Bills and want of attention to the prompt disposal of bills for supplies and services	Para. 6
4.	Record of Stock Certificates on bills in a mechanical manner without actually bringing the articles on the concerned Stock Registers	Para. 7
5.	Incomplete condition of the Admission Register and want of information in regard to the students who have discontinued their studies	Para. 9
6.	Students in arrears of fees having been promoted as a matter of course in deviation of the prescribed rules	Para. 11
7.	Want of Lists of references pending disposal in the office	Para. 13
8.	No record of annual verification of stock of Library books made for 1945-46 and in the case of the Library of the Mathematics Department, the stock is not verified for nearly 4 years	Paras. 14 & 16
9.	No action taken either to write off or to recover the cost of 23 missing books	Para 15.
10.	No effective watch kept to get back books lent to students and allowing them to take examination when books borrowed are not returned	Para 17.
11.	Stock of furniture not verified even for 1945-46.	Para 18.
12.	Verification Certificates of stock not recorded in the Stock Ledgers of Zoology Department subsequent 1938-39	Para 19.
13.	No proper account maintained of sports materials	Para 21.
14.	Unsatisfactory condition of the Hostel Cash Book and the unauthorised maintenance of a rough Cash Book by the Warden leading to the neglect of the regular cash book which is actually posted at a stretch at irregular intervals	Paras 23 to 27.

UNIVERSITY OF MYSORE.

A note on the condition of account Registers and records at the Maharani's college for women, Bangalore in March 1947.

1. A general check of the account records and registers was made on the 15th, 17th, 18th and 19th March 1947, devoting two hours roughly each day. This check was only a general survey of all registers, to find out if they are up to date, and have been kept on correct lines; and if the office has maintained a regular routine. It did not extend to a detailed scrutiny of the accuracy of the accounts, as this will be the work of a detailed audit, which is being conducted regularly once a year by the Local Audit staff of the Comptroller's office.

Cash Accounts.

2. Imprest: The expenditure of one month should not be carried over to the next month as now. At the end of each month, the amount spent so far should be recouped.

The voucher No. should be correctly noted and the total column filled in invariably, and at the end of each bill the actual cash on hand may be noted and got certified by the Principal. Entries should be made with greater regard for tidiness. Imprest vouchers also should be pasted chronologically in a guard file for reference later on:

3. Sports, Association and Reading Room accounts. No detailed estimate or budget has been sent to the University for sanction. It is very necessary that a properly drawn up budget earmarking definite sums out of amount available for different activities is sent for sanction and that expenditure is restricted to the amount sanctioned under each head. This procedure should be adopted for all the three funds viz. Sports, Reading Room and Association. A monthly statement of accounts should also be sent to the University.

4. The Cash book has been re-written month by month now. But entries should be made with greater regard for tidiness and more self explanatory narration should be given in the particulars column.

5. There is a matter which is not germane to the condition of accounts. Under Ord. 40 each student should pay annually Rs. 4/- for games and Rs. 2/- for Reading Room. But this is being sought to be divided between games, Reading Room and Association from a long time in the ratio of 2: 2: 2 as per distribution register maintained. But according to the actual expenditure incurred as shown below the games and Association expenditure drawn heavily from the Reading Room

Room funds. This has to be regularised especially in the absence of budget and sanctions for individual items by reference to previous instructions if any.

	Games	R.R.	Association
Fee Receipt for 46-47. Rs.	2,312/-	1,156/-	Nil.
Grant.	900	..	..
	3,212/-	1,156/-	Nil.
Expenditure to end of Feb. 1947.	2,417/-	613	1,193/-

There was a balance of Rs. 3,674/- in the Savings Bank account on 19-3-1947. In the light of the above facts it is for consideration if the large balance should be allowed to go on accumulating and expenditure incurred against it without sanction or scrutiny.

6. Bill Register. In view of all the important cash work being done in the Pay & Accounts Office, this register and the scrutiny of the facts of claims made in bills for supplies and services is the most important work done in the College office.

Even omitting bills like the Hostel bills for establishment salary, D.C.bills and certain other bills, twenty other bills received from the College in the Pay & Accounts Section do not find entries in the bill register of the college. A register of grant, expenditure and balance is also not maintained. There were also no other means of checking the correctness of periodical claims like bills for electric power, water charges etc. All these indicate that facts of claims preferred are being admitted as a matter of course. In the bill register, the dates of receipt of bills are not being noted. Thus the time taken to pass bills cannot be found out. In some cases the date of despatch of bills to the Pay & Accounts Section and the cheque numbers of bills paid have not been noted. If in future the bills are sent to the Pay & Accounts Section in the bill register, it will ensure that all bills sent to the Pay & Accounts Section (Not all received in the college) at least find entry in the register.

7. Another important omission has been the failure to take articles received to stock although the stock certificates have been recorded on the bills by the Principal. This was the case with vouchers pending recoupment as well as vouchers recouped. It was the same case even in the case of heavy bills sent to the Pay & Accounts Section for arranging payment viz. the stationery (B.R.364, 275 & 276) and clothing bill for example. Duplicate copies of bills are not properly

arranged with the result that Palia's bill for Rs. 2,510/- for furniture supplied required for verifying stock entries could not be readily produced.

8. Admission Register: Against 175 fresh students in the Junior Intermediate class as per printed list of students, the admission register contains only 174 names. The difference should be traced.

9. Signature of some students have not been obtained. Most of them appear to be those that have discontinued. But a list of discontinued students has not been sent to the Pay and Accounts Section with the result that their names are continued in the arrears list.

10. Arrears lists of the previous years may be noted against the names of the students in the concerned admission registers. This will be useful.

11. There does not appear to be a close check that students in arrears are not given promotion. For example a student Ferin N.Wadia who was in arrears last year has been given promotion.

12. A list or file of Government orders and University orders or sanctions and a list of registers and records may be usefully kept.

13. A list of pending papers may be got prepared every fortnight at least to see what papers are pending and how others have been disposed of

STOCK ACCOUNT.

Library:- Certificate of annual stock verification for 1945-46 has not been recorded in the general accession register.

15. The 23 books stated to be missing should be written off the accounts under the orders of the competent authority or their cost recovered.

16. Books purchased for the Departments like Physics Chemistry etc. are brought on the General Accession Register in the first instance and delivered to the head of the department under acknowledgement. These departmental library stock registers were not produced except that of the Mathematics department. Since the annual stock verification of the general library does not include these departmental libraries, whether the books with the departmental heads are being periodically counted or not is not certain. In the Mathematics Library register produced, annual count has been recorded up to 21-6-43 although there are subsequent additions to the library. An annual counting of all books with all the departmental heads must be made and due action taken on any

any difference.

17. The issue book should be thoroughly checked before the issue of hall tickets to see that no student who is due library book is allowed to take the examination. Book No. 10267 given to B.Manohara Sr.B.Sc. has not returned yet although she has taken her examination.

18. Furniture Register. In the Day book reference to the room war ledger is not given. This should be done. No stock verification certificate of furniture for 1945-46 has been recorded in the room-war ledger. Since there is no addition in 1945-46 and 1946-47 except a notice board, the stock may be immediately verified if this has not been done already. A certificate of verification may be recorded on the ledger and a report on the difference between the book balance if any may be sent.

It will be very useful to maintain a kind war ledger also to overcome confusion at time of stock verification.

STOCK LEDGERS OF APPARATUS etc. of DEPARTMENTS.

The books of the Zoology and Botany departments only were made available.

DAY BOOK: OF ZOOLOGY DEPARTMENT.

There are no entries after 4-4-46. Even against entries made, reference to stock ledger page is not given. Specimens have been entered in the Apparatus book and vice-versa. Stock Ledger: There are no stock verification certificate after 38-39. (vide pp 21 and 26 Microscopes) Balances have not been struck at all.

20. Botany Department: The day book appears to be posted up to date. But in the stock ledger, no balances are struck and there is no record to show of the stock having been verified.

21. Stock Register of Games: This is only a day book containing the purchases made chronologically, but does not bring together articles of the same kind. A ledger account of new articles and articles in use may be opened immediately and periodical stock count made, and report sent on variations if any.

Sports materials for large value have been purchased but it is not evident that they were purchased after calling for quotations. Purchase of sports materials are subject to rules of purchase for Government departments as per University instructions.

22. Hostel Stock account: The stock book contains entires relating to every kind of purchase.

Furniture articles may be separated and a ledger account according to kind opened in addition to any room war ledger

and stock verification certificate recorded therein in future.

Other non-perishable articles like vessels should be similarly separately entered and annually counted and certificate recorded.

HOSTEL CASH BOOK.

23. The cash balance on hand with the Warden on 19-3-1947 was verified and found to be Rs. 159-7-0 which agreed with the rough cash book maintained by the Warden herself. The balance in the S.B.account was Rs. 476-3-5. In compliance with the observations of the Vice-Chancellor during his inspection, the clerical work has been now entursted to Mr. R.Thimmadasiah the Librarian of the College. On the date of the examination of the accounts by the undersigned, it was noticed that the cash book had been posted to end of February 1947 and the postings were thus in arrears for 17 days. It has been the practice in the hostel for the Warden to keep a rough or Katcha cash book, the postings of the regular cash book being subsequently made after some interval by the clerk when the rough cash book is made available to him. The postings are thus always in arrears. The rough or Katcha cash book is not an authorised record and should be discontinued. Thecash book being a record of original entry, its posting from some other record is very irregular and leads to errors and also to neglect to keep the cash book posted always up to date. The cash book should therefore be posted as and when transactions occur and the maintenance of the rough cash book by the Warden stopped immediately.

24. The method of posting the cash book has also been changed after the present clerk took charge. The change has not been for the better. The postings do not show at a glance the balances on hand and in the Savings Bank. This is a columnar cash book providing for cash and bank columns and transaction pertaining to withdrawal from and remittances to the Savings Bank have to be exhibited by contra entries in the respective columns. If this procedure is followed, the difference between the totals of columns on either side at any time will readily disclose the balances at credit. Illustrative entries were made and shown during the examination of the accounts by the undersigned and the present clerk was given necessary instructions and was advised to seek the guidance of the Superintendent, Pay and Accounts Section whenever any difficulty was felt.

p.t.o.

25. Regarding the maintenance of the cash book by Mr. Narasimha Murthi, the previous clerk, the method followed by him was no doubt correct. But the narration was in most cases incomplete rendering the entries not easily understandable. Very often the postings were too cryptic also. For instance, the item of Rs. 364-2-9 referred in the Vice-Chancellor's Inspection note relates to collections on 10-1-47 and remitted to the S.B. accounts on the next day. This ought to have been clearly exhibited as follows:

	Receipts.		Payments	
	Cash.	S.B.	Cash	S.B.
10-1-1947 Collections as per receipt Nos. 817 to 832.	364-2-9 *			
11-1-1947 Remitted to S.B.		364-2-9	Remittance	364-2-9 *

The 2 entries marked* have been omitted, which does not however, affect the cash balance.

26. An error in totalling and striking the balance to the S.B.column was also noticed in respect of entries pertaining to 25-1-1947. This shows want of care on the part of the clerk.In the course of the inspection by the undersigned, this error was located and rectified.

27. The Warden should see that the cash book is posted by the clerk as and when transactions take place or at least before the close of each day, in token of which, he should attest the record.

Sd. M.Narayana Rao
Chief Pay & Accounts Officer.

Copy

Hostel Warden
Registrar,
University of Mysore
Mysore

CONFIDENTIAL.

XXXXX139 CB

14th July 7

Dear Sir,

With reference to the Registrar's Confidential letter No. R.P. 311/46 dated 7th June 1947 regarding the grant of leave for the remaining period of service to Miss. Cotelingam, Principal, Maharani's College for Women, Bangalore (preparatory to retirement), I am desired to request you to obtain the explanation of Miss. Cotelingam on the several charges levelled against her and forward the same with your remarks and the opinion of the University Council in the matter.

Yours sincerely,

14/7/47

R

Adeeb-Ul-Mulk
M. Sultan Mohiyuddin, Esq., M.A., LL.B., M.Ed.,
Vice-Chancellor, Mysore University.

Conf =

No 139/CD 14-7-47

Dear Sir,

With reference to the Registrar Confl letter No. R.P. 311/46 dated 7.6.47 re: the grant of leave for the remaining period of service to Miss Cotelingam Principal Maharaja College for Women Banglore (preparatory to retirement) I am desired to request you to obtain the explanation of Miss Cotelingam on the several charges levelled against her and forward the same with your remarks and the opinion of the University Council on the matter

Yours Sincerely

Re 12/7/47

Sen 11/7/47

To

The VC (CD)

University Mysore

Mys

D.O.No.P. 12.

UNIVERSITY OF MYSORE

CONFIDENTIAL
BRANCH
No. 201
Date 21/7

Adeeb-ul-Mulk
Mr. M. Sultan Mohiyuddin,
Vice-Chancellor.

MYSORE
Camp: Bangalore,
Dated, 19th July 1947. 19

CONFIDENTIAL.

EDUCATION SECRETARIAT
No. CB
Date 21/7

Dear Sir,

With reference to your confidential D.O. letter No. 139/C.B. dated 14th July 1947 requesting that the explanation of Miss Cotelingam on the several charges made against her may be obtained and forwarded with my remarks and the opinion of the University Council, I write to state as follows:-

From the confidential report (Vide No.R.P. 311/46-47 dated 7th June 1947) forwarded to Government by the Registrar it may be seen that the fresh charge against Miss Cotelingam is the unsatisfactory management of the College generally and the failure to maintain the necessary records and registers in proper order and up-to-date form. The other matters adverted to in the report had reference to the period before my taking charge of the present office and they were mentioned in order to convey a full idea of Miss Cotelingam's inadequate educational qualifications as a Professor and her incompetence to manage a large and growing first grade College for young women, which requires the services of a person with superior academic qualifications and greater administrative and managing ability and experience. As for the irregularities summarised in the second para of that letter, Miss Cotelingam's explanation will be called for and the whole matter will be placed before the University Council. Thereafter, the opinion of the Council together with my remarks will be furnished to Government as requested.

Yours sincerely,

M. S. Mohiyuddin

C.B.
21/7/47

K. Thipperudriah, Esq., B.A.,
Education Secretary to Government,
Bangalore.

G. R. S. App. F. G. 3.

GENERAL AND REVENUE SECRETARIAT.

(*Continuation sheet draft form.*)

Confidential

No 3365 Date 29.11.47

To

The Vice Chancellor

Mysore

Sir

Please refer to the Correspondence ending with your Confl D.O letter No. P 12 dated 19.7.47 regarding Miss L Coleiyan

I am desired to enquire when the report promised in your letter referred to above may be expected

Yours faithfully

UVS

28/11/47

Signed by

V Vedavyasa Raja

WD 0565—GPB—22,500—8-11-38

CONFIDENTIAL

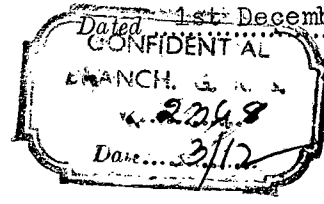
UNIVERSITY OF MYSORE

D.O.No.R.P.82/47-48

Mr. D. S. GORDON,
M.A., LL.B., B.T., A.M., DIP. EDN.,
Registrar.

MYSORE

Dated 1st December 194 7



27
CB
2-12-47

Dear Sir,

With reference to your Confidential D.O.letter No.3365/C.B. dated 18th/28th November 1947 regarding Miss L. Cotelingam addressed to the Vice-Chancellor, I write to state that the Vice-Chancellor is out of station in order to attend a meeting of the Inter University Board at Cuttack, Orissa, and that a reply will be sent to you after his arrival.

Yours sincerely,

D. S. Gordon 1/12/47

V. Vedavyasacharya, Esq., B.A.,
Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

msr)

CB1 2803 C.B-

UNIVERSITY OF MYSORE

D.O.No. B.3-1012/46-47
Encl 6

CONFIDENTIAL

Adeeb-ul-Mulk
Mr. M. Sultan Mohiyuddin
Vice-Chancellor.

(camp) MYSORE Bangalore
Dated, 31st December 1947

Dear Sir,

In continuation of my D.O. letter No. P. 12 dated 19th July 1947, regarding grant of leave to Miss L. Cotelingam, Principal, Maharani's College for Women, Bangalore, for the remaining period of her service preparatory to retirement from service from 3rd October 1948, I write to state that the Maharani's College for Women Bangalore was inspected by me on 13th February 1947 and a copy of the report of inspection pointing out the various defects and irregularities that were noticed was forwarded to the Principal on 25th February 1947 for explanation and rectification of the defects and irregularities. Subsequently, the Inspection Notes of the accounts of the College, prepared by the Chief Pay and Accounts Officer, were forwarded to her on 16th April 1947, and those of the Physical Culture and Association Accounts on 9th August 1947. While she was required to furnish a report on each of the observation in those reports within one month and reminders were also issued to her, she submitted a report in respect of my notes of inspection on 26th July 1947. Thereplies in respect of the other two reports were similarly received after repeated reminders. As the Head of the Institution she should have furnished satisfactory reasons for the failure to comply with the Rules and Regulations of the University governing the Academic and Financial administration of the College. But she shifted the responsibility to the ministerial staff of the college. A copy of her letter No. 193 dated 26th July 1947, together with a copy of the enclosure furnishing replies to the points in my inspection report, is enclosed herewith.

2. A copy of the replies furnished by Miss L. Cotelingam to the various points mentioned in the notes of inspection of the accounts of the college by the Chief Pay and Accounts Officer is also enclosed. Miss Cotelingam was given full opportunity to explain the irregularities and rectify the defects.

3 An examination of the reports and her replies clearly brings out that Miss L. Cotelingam failed in the discharge of her duties as the Principal of a premier University Institution.

4 The various irregularities and Miss Cotelingam's explanation thereof were considered by the University Council at the meeting held on 17th-18th October 1947 and the

the Council agreed with the recommendation already made by me to Government in respect of Miss L. Cotelingam and recommended that leave might be given to her from January 1948 preparatory to retirement from service. A copy of the Council Resolution is enclosed.

5. I request early orders of Government regarding grant of leave to Miss L. Cotelingam preparatory to retirement from service since satisfactory arrangements have to be made for the teaching work in the College immediately she proceeds on leave and also for the appointment of a Principal.

Yours sincerely,

K. Thipperudriah, Esq., B.A.,
Education Secretary to Government,
Bangalore.

UNIVERSITY OF MYSORE

Letter No.193 dated 26th July 1947 from the Principal, Maharani's College for Women, Bangalore to the Registrar, University of Mysore, Mysore.

With reference to your letter No.A3-1012/46-47, dated 25th February 1947 and subsequent Confidential letter dated 23rd July 1947, regarding the report of Inspection of this college conducted by the Vice-Chancellor, I have the honour to forward herewith a statement of action taken on the several observations made therein and defects noticed.

In this connection, I have to bring it again to your kind notice that owing to the frequent transfers and appointments of inexperienced and inefficient Clerks to this college there has been room for so many defects pointed out in the Inspection report. I should particularly wish to mention that due to the carelessness and negligence of Mr. S. Narasimha Murthy the office had come to this deplorable state. The Vice-Chancellor has clearly and rightly remarked on page 6 of the Inspection report "It is quite obvious that the Clerk Mr. S. Narasimha Murthy is thoroughly inefficient and quite negligent in the discharge of his duties". He is therefore the main cause for the delay in sending this reply also. The connected papers could not be found till now. When a thorough search was made, they were discovered in a heap of papers kept in a chaotic condition. Many papers are also kept unanswered by him. Among those papers was the Inspection Note of the Chief Pay & Accounts Officer which required an immediate reply in April alone. This also had to be answered just now.

In conclusion, I request you kindly to appoint three more experienced clerks to bring the office work uptodate, in view of the increased admissions and heavy work. This is a growing first grade Women's College and must necessarily be well equipped by an adequate number of clerks. Separate recommendations have already been made in this respect. Early orders may kindly be communicated.

--Copy--

msr)27

Registrar

UNIVERSITY OF MYSORE.

(Maharani's College for Women, Bangalore)

Defects noticed by the Vice-Chancellor at the time of inspection on 13th February 1947.	Replies.
1. (a) Is the accommodation (i) sufficient and (ii) suitable.	
1. Not quite sufficient, The library, Reading Room and the staff Retiring Room require more space and the grounds have to be levelled in some parts. The Science practical rooms require suitable furniture	Action is being taken
2. Are Rooms and premises kept clean - YES	
2. Are the prescribed working hours strictly observed -- YES 10-30 A.M. to 12-30 P.M.; 1 to 3 P.M.; and 3-30 to 5-30 P.M.) with two intervals of half an hour.	
3. Is there proper distribution of work among teaching staff?	
4. Time-tables: .) General) Personal) Maintained.	A consolidated time table showing the names of all the members of the staff and the work they have everyday of the week and the total number of hours of work per week should be prepared. Prepared.
	The question of additional lecturers in English will be considered separately for which suitable proposals may be submitted by the Principal.

5. Admission Register of Students.	The signatures of the students who bear the following register numbers have not been taken in the Admission Register--8,49,54, 58,71,81,137,149,185,186, 195. The Districts from which the students come are not noted in the columns meant for it in the [illegible] Admission register of the college. The omissions should be supplied without further delay.	Action is being taken
6. Attendance Register of Students.	Some of the Lecturers of the College have not attested the attendance marked in the registers. Attendance is marked [illegible] in [illegible] pencil by some lecturers. Pencil entries should be avoided and lecturers concerned should initial in the attendance registers when the attendance is taken every hour. The Abstract Attendance Register is not maintained. This should be attended to immediately.	Noted
7. Marks Registers	Some pencil entries are made in the marks register. This should be avoided. Some overwritings and corrections are also noticeable. Overwritings should be discontinued and correction of entries should be attested by the Principal	Noted
	The Marks of the mid-session examination have have not been entered in the marks register though the examination took place in the mont of October 1946.	Since entered.
8. Attendance Register of members of office staff.	In the attendance of the office staff the casual leave taken by them is not at all noted. The	Noted and this is being done now.

8 (Continued)	attendance of peons has not been maeked in some cases. The attendance of the peons should be marked by the Head Clerk every day instead of obtaining their initials in the Register.	
9. Casual leave register of Members of staff.	The dates on which casual leave was taken are not entered in chronological order. The total number of days of casual leave utilised during 1945-46 is not noted against each lecturer.	Noted.
10. Minutes book of College.	Not maintained up-to-date	Will be maintained.

II O F F I C E

1. Are the prescribed correspondance Registers properly maintained?	Yes	
2. Are cross references noted in the "From" and "To" registers so as to indicate at once the stage at which any particular correspondance stands?	Cross references in the majority of cases are not noted in the Registers. This should be done.	Noted.
3. Is the work of the college systamatically arranged particularly in respect of:-		
(a) Elimination of Unnecessary Records?	Not attended to though it was pointed out last year and the previous years.	For want of hands this is not possible.

(b) Orderly disposal and filling of R cords, Correspondence etc.,	NO.	
3. C. Proper filing of:- I. Standing orders of Government. II. Standing ordersof University.	These are not maintained This should be attended to immediately.	These have been maintained now.
4. Is there proper distribution of work among clerical staff?	No recores is maintained to show the distribution of work among the clerical staff.	Since maintained.
5. Are papers pending with each member of the office staff inspected once a month by the Head of the Office.	No personal registers are maintained by the clerks of the college in order to facilitate check of pending papers by the Principal.	Will be maintained.
6. Is there any tendency to allow work to fall in arrears?	Work is heavily in arrears.	This will be attended to.
7. Is a calendar prepared up to date and hung etc?	An up to date calendar is maintained for 1946-47 but no entries are made.	Noted.
8. Are the entries in the Service Registers of the staff correctly posted up to date?	Noted appended to the report "H"	Service Registers have been brought up-to-date.

9. Are character books maintained in respect of the members of the office staff?	The Character book of Mr. S.Narasimhamurthy, clerk should be ~~xxix~~ obtained from the Pay and Accounts office, Bangalore, from which he was transferred to this office.	Obtained from P.& A. Bangalore.
10. Are the instructions conveyed in G.O. re: pension papers and etc.	No such cases.	

III. C O N T I N G E N C I E S

1. Cash Book (sports & Association)	Accounts have not been closed at the end of each month not the balance struck and checked by the Principal. This should be done	This is being done
2. Acquittance Roll do-	Not maintained properly	Since maintained properly.
3. Remittance Register		
3. Receipt Book		
4. Register of Cheques cashed (Treasury Drawal Register)	Maintained.	
5. Remittance R gister		

6. Contingent R gister	Balance of cash on hand Rs. 63-8-0 as on 4-2-47 Unrecouped vouchers Vouchers sent to C.P.& A.O. for recoupment 1-8-0 Advance 10-0-0 Total Rs.75-0-0	
7. Register of Bueget Grants	Not maintained. It is necessary that the register of ~~xxxxxxx~~ budget grants should be maintained so as to watch progressive expenditure incurred out of the grant allotted to each department of the college.	Maintainea this year.
8. Bill Register	Reference to bills or cheques forwarding memoes ~~xxxxx~~ and the dates of payments have not been noted in the Register.	This will be done.
9. Travelling allowance Register.	Maintained in the Pay and Accounts Office	
10. Stock accounts of service postage stamps	The balance of service postage stamps as on 27-1-47 is Rs. 6-0-9. The signature of the Principal has not been obtained in the R$_e$gister of Service postage stamps.	Since obtained
11. Fee Register etc. 12. Scholarship Register	Maintained by the Pay and Accounts Section	
13. Sports and Reading Room Accounts.	Not maintaindd properly. To verify after the accounts are properly writtin up and closed every month.	since maintained properly.

14. Excursion Accounts.	No excursions have been undertaken during the current year, though provision of Rs. 500/- is made in the budget for the purpose for 46-47.	Noted.
15. Canteen accounts	Balance at the District Treasury as per pass book (No. 385) is Rs. 1,114-11-0 as on 9-2-47. The account of receipt and expenditure is not properly maintained.	since maintained.
16. Association and socials accounts.	Association accounts are mixed up with the sports and Physical Culture accounts. No separate accounts are maintained. They should be rewritten separately and balances struck every month and checked by the Principal.	This will be done in consultation with the C.P.& A.O. since done.
[illegible]		
17. Stock Account of Stationery	Maintained	
18. Furniture Registers		
(a) Day book	Only one article of furniture has been purchased during the current year but reference to ledger folio and the date of payment has not been noted in the day book	This has been done.
(b) Ledger	The verification certificate as to the actual checking of the furniture etc., at the end of June 1946 has not been recorded till now.	

19. Register of Apparatus	Physics and Botany Departments:- References to ledger folios have not been noted in the Day book. Annual verification of stock has been recorded in the Register.	Noted.
20. Register of Chemicals and specimens.	Maintained.	
21. Contingent order Book	Maintained.	
22. Register of Breakages	--	
23. Fine Register	Maintained.	

IV. L I B R A R Y

With regard to library no remarks by the Vice-Chancellor.

2. REMARKS:- Are the remarks of the inspecting Officer recorded in the inspection book on half margin, the other half of the page being used for noting the action taken.	No action has been taken on the observation made in the last inspection report. No report is submitted to the University in this behalf though the inspection report for 1945-46 was despatched to the college on 24th April 1946.	This will be done from this year

"Copy"

sls. 3/7

for Registrar

UNIVERSITY OF MYSORE

Observations made by the Chief Pay & Accounts Officer on the accounts of the Maharani's College for Women, Bangalore, in March 1947.	Replies by the Principal, M.W.C.B.	Further observations by the C.P. & A.O.	Further replies by the Principal
1. Cash Accounts: Imprest: The expenditure of one month should not be carried over to the next month as now. At the end of each month, the amount spent so far should be recouped. The voucher number should be correctly noted and the total column should be filled invariably, and at the each of each bill, the actual cash on hand may be noted and got certified by the Principal. Entries should be made with greater regard for tidiness. Imprest vouchers also should be pasted chronologically in a guard file for reference later on.	This is being done This is being done		
2. Sports, Association & Reading Room accounts: No detailed estimate or budget has been sent to the University for sanction. It is very necessary that a properly drawn up, budget earmarking definite sums out of amount available for different activities is sent for sanction and that expenditure is restricted to the amount sanctioned under each head. This procedure should be adopted for all the three funds namely Sports, Reading Room and Association. A monthly statement of accounts should also be sent to the University.	Budget will be prepared from this year and forwarded to the University for sanction. Monthly statement of Accounts will also be sent to the University from this year.	Expenditure incurred without a sanctioned budget is anauthorised and irregular.	Noted. Budget for the current year has been prepared and sent to the University this year for kind sanction.
3. The cash book is being written month by month now. But entries should be made with greater regard for tidiness and more self explanatory narration should be given in the particulars column.	Noted.		
4. There is a matter which is not germane to the condition of accounts. Under Ord. 40 each student should pay annually Rs 4/- for games and Rs 2/- for Reading Room. But this is being sought to be divided between games, reading room and Association from a long time in the ratio of 2:2:2 as per distribution register maintained. But according to the actual expenditure incurred as shown below the games and association expenditure draws heavily from the reading room funds. This has to be regularised especially in the absence of Budget and sanctions for individual items by reference to previous instructions, if any. Games R.R. Association Fees receipt for 1946-47. 2312 1156 Nil Grant 900 .. .. 3212 1156 Nil Expenditure to end of February 1947 2417 613 1193 There was a balance of Rs 3,674/- in the Savings Bank account on 19-3-1947. In the light of the above facts it is for consideration if the large balance should be allowed to go on accumulating and expenditure incurred against it without sanction or scrutiny.	This will be regularised and a reference will be made to the University regarding Budget and expenditure under each head.	No reference is received as yet. The disposal of the question may be expedited.	Vide note above
5. Bill Register: In view of all the important cash work being done in the Pay & Accounts Office, this register and a scrutiny of the facts of claims made in bills for supplies and services is the most important work done in the College Office. Even omitting bills like the hostel bills for establishment salary, D.C. bill and certain other bills, 20 other bills received from the College in the Pay & Accounts Section do not find entries in the bill register of the College. A register of grant, expenditure and balance is also not maintained. There were also no other means of checking the correctness of	Noted for future guidance	It may be intimated if a register showing the grant, expenditure and balance is since opened.	Since opened.

etc., All these indicate that facts of claims preferred are being admitted as a matter of course. In the Bill Register, the dates of receipt of bills are not being noted. Thus the time taken to pass the bills cannot be found out. In some cases the date of despatch of bills to the Pay & Accounts Section and Cheque numbers of bills paid have not been noted. If in future the bills are sent to the Pay & Accounts Section in the bill register, it will ensure that all bills sent to the Pay & Accounts Section (not all received in the college) at least find entry in the Register.

6. Another important omission has been the failure totake articles received tostock, although the stock certificate has been recorded on the bills by the Principal. This was the case with vouchers pending recoupment as well as vouchers recouped. It was the same case even in the case of heavy bills sent to the Pay & Accounts Section for arranging payment viz., the stationery (B.R.364, 275 and 276) and clothing bill for example. Duplicate copies of bills are not properly arranged with the result that Palia's bill for Rs 2,510/- for furniture supplied required for verifying stock entries could not be readily produced.

7. Admission Register: Against 175 fresh students in the Junior Intermediate class as per printed list of students, the admission register contains only 174 names. Difference should be traced.

8. Signature of some students have not been obtained. Most of them appear to be those that have discontinued. But a list of discontinued students have not been sent to the Pay & Accounts Section with the result that their names are contained in the arrear list.

9. Arrears list of the previous years may be noted against the names of the students in the concerned admission register. This will be useful.

10. There does not appear to be a close check that students in arrears are not given promotion. For example a student Ferin N. Wadia who was in arrears last year has been given promotion.

11. A list or file of Government Orders and University orders or sanctions and a list of Registers and Records may be usefully kept.

12. A list of pending papers may be got prepared every fortnight at least to see what papers are pending and how others are being disposed of.

register has since been opened (Day Book) and entries are being made regularly from 1947-48. Hereafter duplicate copies of bills will be properly arranged.	The date on which the furniture purchased from Mr. Palia was taken to stock may be intimated.	The furniture purchased from Mr.Palia does not pertain to this college.
Since traced. One student B.Kamala was transferred from the Intermediate College, Shimoga and joined after the list was printed. Hence the difference.	The reply is not clear. The printed list contains 1 student more than the Admission Register. How any fresh student could have been admitted without first bringing the name on the Admission Register may be stated.	This has since rectified. Both the Admission Register and the printed list tally.
Noted.	No reply. The action taken to remedy the defects may be intimated.	-ditto-
Noted.	It may be stated if this is since attended to.	This can be attended to only when additional staff is sanctioned.
It is seen from the D.C.B. Register that a sum of Rs 44/- has been collected from her in equal instalments.	When?	...
This is being done.	..	...
Noted.	Is this being attended to now?	Now that experience Clerks have been posted this will be attended to.

(continued)

Observations by the C.P. & A.O.	Replies by the Principal.	Further observations by the C.P. & A.O.	Replies by the Principal
13. Stock Account: Library: Certificate of annual stock verification for 1945-46 has not been recorded in the general accession register.	Since done.	Why the stock at the end of 1945-46 was not verified as per standing orders may be stated.	Verification of stock checking have been made for the year 1945-46 and necessary stock certificates recorded in the Accession Register.
14. The 23 books stated to be missing should be written off the accounts under the orders of the competent authority or their cost recovered.	Action is being taken.	Awaited.	...
15. Books purchased for the Department like Physics, Chemistry etc., are brought on the general accession Register in the first instance and delivered to the Head of the Department under acknowledgments. These Departmental Library Stock Registers were not produced except that of the Mathematics Department. Since the annual stock verification of the General Library does not include these Departmental Libraries, whether the books with Departmental Heads are being periodically counted or not is not certain. In the Mathematics Library Register produced, annual count has been recorded up to 21-6-1943, although there are subsequent additions to the Library. An annual counting of all books with all the Departmental Heads must be made and due action taken on any differences.	All the Departmental Library Stock Registers will be made available at the time of the next inspection. Stock certificates will be duly recorded	From the reply furnished, it is clear that the annual checking was imperfect and the Stock Registers were incomplete.	Noted.
16. The issue book should be thoroughly checked before issue of Hall Tickets to see that no student who is due Library books is allowed to take the examination. Book No.10267 given to B. Manohara, Sr. B.Sc. has not been returned yet although she has taken her examination.		No reply. It may be intimated if this book is since recovered from the student and if so, on what date.	The cost of the book was recovered from Miss B. Manohara vide Receipt No.386 dated 23-4-47.
17. Furniture Register: In the Day Book reference to room-war ledger is not given. This should be done. No stock verification certificate of furniture for 1945-46 has been recorded in the Room-war Ledger. Since there is no addition in 1945-46 and 1946447 except a Notice Board the stock may be immediately verified if this has not been done already. A Certificate of verification may be recorded on the ledger and a report on the difference between the book balance if any may be sent.	This has been done	When the stock has not been verified, how the Principal drew her salary furnishing an incorrect certificate in her salary bill require explanation.	Stock was actually verified. Mr. Narayana Rao A Nikam and Miss H. M. Parvathamma were in charge of Furniture verification of stock. But due to carelessness of Mr.S.Narasimhamurthy this has not been recorded in the Register.
~~18~~x It will be very useful to maintain a kind-war ledger also to overcome confusion at the time of stock verification.	Noted.	Is this ledger since opened.	No reply.
18. Stock Ledger of Apparatus etc.of Departments: The books of the Zoology and Botany Departments only were made available. Day Book of Zoology Department: There are no entries after 4-4-46. Even against the entries made, reference to stock ledger page is not given. Specimens have been entered in the Apparatus Book and vice-verse. Stock Ledger: There are no stock verification certificates after 1938-39. (vide page 21 and 26 - Microscopes). Balances have not been struck at all.	This will be attended to.	It may be stated if the actual stock of apparatus etc., has been since verified and reconciled with the ~~xxxx~~ book balance.	Yes.

uptodate. But in the Stock Ledger, no balance are struck and there is no record to show of the stock having been verified.

20. Stock Register of Games: There is only a Day Book containing the purchases made chronologically, but does not bring together articles of the same kind. A ledger account of new articles and articles in use may be opened immediately and periodical stock count made, and report sent on variations, if any.	Ledger is in use and brought uptodate	The ledger in its present form serves no useful purpose (vide observations in the Inspection Note of July 1947).	The form in which the Ledgers are to be maintained may kindly be stated.
~~Xix~~ Sports materials for large value have been purchased but it is not evident that they were purchased after calling for quotations. Purchase of sports materials are subject to rules of purchase for Government Departments as per University instructions.	Noted.	Why purchases were made without obtaining competitive quotations may be explained.	Enquiries were made vide my answer to para 5(c) of your Inspection Note dated 18-7-1947.
21. Hostel stock accounts: Item nos 22 to 27	These have already been answered.	Reference in which replies have been furnished may be intimated.	Vide this office letter No.5141 dated 4-6-47.

msr 26-12-47

Registrar

UNIVERSITY OF MYSORE

Letter No.5141 dated 4th June 1947 from the Principal, Maharani's College for Women, Bangalore, to the Chief Pay & Accounts Officer, University of Mysore, Mysore.

With reference to your letter No.P.A.4-3010/46-47, dated the 16th April 1947, I have the honour to forward herewith the statement showing the action taken on each of the observations relating to the College Hostel.

--Copy--

msr)

Registrar

to the Savings Bank have to be exhibited by contra entries in the respective columns. If this procedure is followed the difference between the totals of columns on either side at any time will readily disclose the balances at credit. Illustrative entries were made and shown during the examination of the accounts by the undersigned and the present clerk was given necessary instructions and was advised to seek the guidance of the Superintendent, Pay & Accounts Section, whenever any difficulty was felt.

25. Regarding the maintenance of the cash book by Mr.Narasimha Murthy, the previous clerk, the method followed by him was no doubt correct, but the narration was in most cases incomplete rendering the entries not easily understandable. Very often the postings were too cryptic also. For instance, the item of Rs 364-2-9 referred to in the Vice-Chancellor's Inspection Note refers to collections on 10-1-1947 and remitted to the S.B. Account on the next day. This ought to have been clearly exhibited as follows:--

	Receipts.		Payments	
	Cash	S.B.	Cash	S.B.
10-1-1947 collections as per receipt Nos.817 to 832 ..	364-2-9*	*		
11-1-1947 remitted to the S.B. ..				*
			364-2-9 11-1-47 Remittance	364-2-9

The 2 entries marked * have been omitted, which does not, however, affect the cash balance.

26. An error in totalling and striking the balance in the S.B. column was also noticed in respect of entries pertaining to 25-1-1947. This shows want of care on the part of the clerk In the course of the inspection by the undersigned, this error was located and rectified.

27. The Warden should see that the cash book is posted by the clerk as and when transactions take place or at least before the close of each day in token of which she should attest the record.

by the present clerk Mr.R. Thimmadasiah regularly in the correct form. They are easily understandable.

...

Noted.

Noted.

Sd. L.Cotelingam,
President, 4-6-47
Maharani's College Hostel

'Copy'

REGISTRAR

11/8

UNIVERSITY OF MYSORE

Statement showing the action taken on each of the observations on the Report of the Inspection of the Maharani's College Hostel, Bangalore, conducted by the Chief Pay & Accounts Officer, Mysore on 19th March, 1947.

OBSERVATIONS	REPLIES
No.22. Hostel Stock Account: The stock book contains entries relating to every kind of purchase. Furniture articles may be separated and a ledger account according to kind opened in addition to any room-war ledger and stock verification certificate recorded therein in future. Other non-perishable articles like vessels should be similarly separately entered and annually counted and certificate recorded.	The Ledger Account for the furniture articles has been opened in addition to the Room-war Ledger. The stock verification will be done. Other non-perishable articles like vessels have been separately entered.
23. Hostel Cash Book: The cash balance on hand with the Warden on 19-3-1947 was verified and found to be Rs 159-7-0 which agreed with the rough cash book maintained by the Warden herself. The balance in the S.B. Account was Rs 476-3-5. In compliance with the observations of the Vice-Chancellor during his inspection, the clerical work has been now entrusted to Mr. R. Thimmadasiah the Librarian of the College. On the date of the examination of the accounts by the undersigned, it was noticed that the Cash Book had been posted to end of February 1947 and the postings were thus in arrears for 17 days. It has been the practice in the hostel for the Warden to keep a rough or katcha cash book, the postings of the regular cash book being subsequently made after some interval by the clerk when the rough cash book is made available to him. The postings are thus always in arrears. The rough or katcha cash book is not an authorised record and should be discontinued. The cash book being a record of original entry, its posting from some other record is very irregular and leads to errors and also to neglect to keep the cash book posted always uptodate. The cash book should therefore be posted as and when transactions occur and the maintenance of the rough cash book by the Warden stopped immediately.	According to the instructions of the Vice-Chancellor, the writing of the Hostel Cash Book had to be changed so as to follow the method adopted in the previous years. This took some time to follow the previous method. The maintenance of the katcha cash book by the Warden immediately stopped.
24. The method of posting the cash book has also been changed after the present clerk took charge. The change has not been for the better. The postings do not show at a glance the balances on hand and in the Savings Bank. This is a	Proper procedure has since been adopted with reference to the method followed in the previous years. The columns now provided in the Cash Book for postings show at a glance the balances on hand and in the Savings Bank.

WD 4167—GBPM—1,000—15-9-43.

UNIVERSITY OF MYSORE.

Extract from the Proceedings of the Meeting of the University Council held on 17-18th October 1947

SUBJECT:

Administration of the Maharani's College for Women, Bangalore.

i) Report of Inspection by the Vice-Chancellor for 1946-47.

ii) Report of the Chief Pay & Accounts Officer on the Accounts of the College for the same period.

iii) D.O.letter No.A3-1012/46-47, dated 23rd July 1947 from the Registrar to the Principal, Maharani's College for Women, Bangalore.

Resolution.

iv) Letter No.193, dated 26th July 1947 from the Principal, Maharani's College for Women, to the Registrar, University of Mysore.

RESOLUTION.

RESOLVED that the Council agrees with the recommendation already made by the Vice-Chancellor to Government in respect of Miss L. Cotelingam, Principal, Maharani's Women's College, Bangalore and that leave may be given to her from January 1948 preparatory to retirement from service.

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msr)

Registrar

2923
CB

Tel. Address: 'UNIREG.'
Telephone: No. 277.

University of Mysore

No. A3-1012/46-47
Encl. one

Confidential

Office of the University of Mysore,
MYSORE.
13th January 1948

From

D. S. GORDON, Esq., M.A., LL.B., B.T., A.M., DIP. EDN.,
Registrar, University of Mysore,
MYSORE

To

K. Thipperudriah, Esq.,B.A.,
Education Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore.

Sir,

In continuation of ~~this office~~ letter No.A3-1012/46-47, dated 31st December 1947 from the Vice-Chancellor, University of Mysore, regarding Miss L. Cotelingam, Principal, Maharani's College for Women, Bangalore, I am directed to report the following to Government.-

On Friday the 26th December 1947 Miss Cotelingam wrote to the University requesting permission to avail herself of the holidays for ten days from 2nd January 1948 and suggesting certain arrangements for custody of the question papers and conduct of the public examination during her absence. The letter was received in the Camp Office of the University on 27th December 1947 late in the evening. On 28th December 1947 a reply was sent to her stating that there were no holidays for the colleges from 2nd January 1948 and that if her letter was an application for leave the leave could not be granted since the public examinations were due to start on that date and the work was of such an important nature that no risk could be taken in connection with it.

In spite of this letter, however, Miss Cotelingam wrote a letter dated 29th December 1947 enclosing a Medical Certificate dated 30th December 1947 stating that she was advised by her doctor to take complete rest for ten days after the recent attack of influenza and that in anticipation of sanction of leave she would be handing over the question papers to Miss Champa Bai with instructions to deliver the papers to Miss Jayalakshammanni on 2nd January 1948.

In reply to this letter, which reached the Camp Office on 31st December 1947, Miss Cotelingam was informed that the conduct of public examinations in the University was a serious responsibility and that the leave could not be granted unless proper arrangements for the conduct of the examinations were made

p.t.o.

and approval of the University thereto was obtained. She was also informed in the letter that her proposal to hand over the question papers to a non-gazetted member of the college staff was not acceptable to the University. It was ascertained, however, that before receipt of this letter Miss Cotelingam had already left Bangalore.

Copies of the correspondence in this connection are herewith enclosed. From this it will be seen that Miss Cotelingam has conducted herself in an utterly irresponsible manner. She has failed to realise the fact that the proper custody of public examination papers is a very important matter and that any leakage or untoward circumstance might land the University in serious difficulties apart from the expenditure of holding a re-examination for the whole State. It is deplorable that an officer so highly placed as the head of the only First Grade College for Women in the State should have behaved in this manner.

I have the honour to be,

Sir,

Your most obedient servant,

13/1/46

Registrar

mst)13.

UNIVERSITY OF MYSORE

(1) Letter No.1452 dated 26th December 1947 from the Principal, Maharani's College for Women, Bangalore to the Registrar, University of Mysore, Camp.Bangalore.

I have the honour to request you kindly to permit me to avail ~~xixxx~~ myself of the holidays for 10 days from the 2nd January 1948. I wish to leave Head quarters on Monday, the 29th December 1947. Miss M. Jayalakshammanni is out of Head quarters and Miss A. Ponniah is suffering from Rheumatic fever. Mr.Narayana Rao A. Nikam has gone to attend the Philosophical Congress. In the circumstances I request you kindly to issue instructions to Mr.L.Rama Rao, Principal, Central College, Bangalore to receive all the Intermediate question papers from me and to hand them over to Miss M. Jayalakshammanni on the morning of the 2nd January 1948.

The bearer waits for a reply.

---

(2) Letter No.R.P.90/47-48 dated 27th December 1947 from the Registrar, University of Mysore, Camp. Bangalore to the Principal, Maharani's College for Women, Bangalore.

With reference to your letter No.1452 dated 26th December 1947,requesting that you may be permitted to avail yourself of the holidays for 10 days from 2nd January 1948, I am directed to state that there are no holidays from 2nd January 1948. If, however, your letter is a request for the grant of leave for 10 days from 2nd January, I am to state that since the public examinations start on 2nd January 1948 and since this work is such an important nature that no risk can be taken in connection with it, the leave requested cannot be granted.

---

(3) Letter No.1453 dated 28th December 1947 from the Principal,Maharani's College for Women, Bangalore to the Registrar, University of Mysore, Mysore.

In continuation of this office letter No.1452 dated the 26th December 1947 regarding permission to utilise leave etc., I have the honour to request you kindly to grant me ten days furlough on full pay from the 2nd January 1948 with permission to utilise the Christmas and New Year holidays from Monday the 29th December 1947 and also to leave the Head quarters during the period.

Permission may also be kindly accorded to hand over all the Intermediate Examination question papers to one of the Assistant Professors of this College whoever is on duty on the 2nd January 1948.

The Chief Pay & Accounts Officer may kindly be requested to issue necessary and immediate instructions to the District Treasury Officer, Bangalore to encash all cheques signed by Miss M. Jayalakshammanni who will be in charge of this office during my absence on leave. Miss M. Jayalakshammanni will sign all the cheques as For Principal, Maharani's College for Women, Bangalore'.

The favour of an immediate reply is requested.

---

(4) Letter No.1457 dated 29th December 1947 from the Principal,Maharani's College, Bangalore to the Registrar, University of Mysore, Mysore.

With reference to your letter No.R.P.98/47-48, dated 27/29th December 1947, I have the honour to state that I am advised by my doctor to take complete rest and change of weather at least for 10 days after the recent attach of influenza which I had. The Medical Certificate is herein enclosed for kind perusal.

p.t.o.

In anticipation of your kind sanction the sealed packets of Intermediate Question Papers will be handed over to the Senior most Lecturer Sri D. Champa Bai, since the Assistant Professors for some reason or other as stated in this office letter No.1453 dated 28th December 1947 will not be able to take charge. She will be temporarily in charge and will be instructed to hand over to Miss M.Jayalakshammanni on her return on the 2nd January 1948.

---

(5) D.O.letter dated 30th December 1947 from Miss L. Cotelingam, M.A.,L.T., Principal, Maharani's College for Women, Bangalore to the Registrar, University of Mysore,Camp. Bangalore.

In continuation of my office letter No.1457 dated 29th December 1947, I write to inform you that I am availing myself of the leave applied for, in anticipation of your kind sanction, on Medical advise. I tried to get you on the phone but was not able to get you. I shall thank you if you can kindly approve of my action.

---

(6) Medical Certificate dated 30th December 1947 from Dr.Mrs. Chandy, M.B.B.S., Visiting Medical Officer, Maharani's College Hostel, Bangalore.

This is to certify that Miss Cotelingam, Principal, Maharani's College was suffering from Influenza and was under my treatment for about 2 weeks from today.

---

(7) Letter No.R.P.99/47-48, dated 31st December 1947 from the Registrar, University of Mysore, Camp. Bangalore to the Principal, Maharani's College for Women, Bangalore.

With reference to your letter No.1457 dated 29th December 1947 and subsequent letter No.Nil dated 30th December 1947, I am directed to state as follows:-

The conduct of public examinations in the University is a serious responsibility and that the leave requested by you cannot be granted unless and until proper arrangements for the conduct of the examinations are made and got approved by the University. The proposal made by you to hand over the question papers to a non-gazetted officer of the college is not acceptable to the University.

--COPIES--

msr)13-1-48

Registrar

D.O. 5167/CB

4/2/48

Confl & Immediate

Dear Sir,

I am desired to invite your reference to the correspondence ending with the letter No. A3-1012/46-47 dated 13th Jan 1948 from the Registrar Mysore University, re Miss L. Cotelingam Principal Maharanis College for Women Bangalore and to request that regular charges may be framed against her in respect of the unsatisfactory management of the Maharanis College for women by the Principal and that her explanation may be obtained and forwarded to Govt with your opinion Her explanation for having utilised the leave in anticipation of sanction of the same may also be obtained and forwarded to Govt.

As the question is pending for a long time — I am requested that the report may be sent to Govt within a week

The matter may be treated as urgent

Yours sincerely

4/2/48

Address:- Mulk
M. Sultan Mohiyuddin Esq MA BL
Vice-Chancellor Mysore

4th February 48.

Confidential.& Immediate.

W.O. 5167 C/S

Dear Sir,

I am desired to invite your reference to the correspondence ending with the letter No. A.3 -1012/46-47 dated 13th January 1948 from the Registrar, Mysore University, regarding Miss. L. Cotelingam, Principal, Maharani's College for Women, Bangalore, and to request that regular charges may be framed against her in respect of the unsatisfactory management of the Maharani's College for Women, by the Principal and that her explanation may be obtained and forwarded to Government with your opinion. Her explanation for having utilised the leave in anticipation of sanction of the same may also be obtained and forwarded to Government.

As the question is pending for a long time I am to request that the matter may be treated as immediate and the report may be sent to Government within a week.

Yours sincerely,

K 4/2/48

Adeeb-ul-Mulk
M. Sultan Mohiyuddin, Esq., M.A., LL.B.,M.Ed.,
Vice-Chancellor, University of Mysore.

5372/CB Desp 11/2

11th February 48

Confidential & Immediate.

Dear Sir,

In inviting your reference to my D.O.letter No.5167/C.B. dated the 4th February 1948 requesting you to send within a week a report regarding Miss. L.Cotelingam, Principal, Maharani's College for Women, Bangalore, I am desired to request you kindly to send the report immediately.

Yours sincerely,

11/2/48

Adeeb-ul-Mulk
M.Sultan Mohiyuddin, Esq.,,M.A., LL.B. M.Ed.,
Vice-Chancellor, University of Mysore.

3402
CB

UNIVERSITY OF MYSORE

D.O.No.P. 122

Adeeb-ul-Mulk
M. SULTAN MOHIYUDDIN,
Vice-Chancellor.

Confidential

MYSORE,

Dated ....18th...February.... *1948*

Dear Sir,

With reference to your D.O.letter No. 5167/C.B. dated 4th February 1948 and reminder No. 5572/C.B. of 11th February 1948 regarding a report on Miss L. Cotelingam's management of the Maharani's College for Women, Bangalore, I have to say that various irregularities in the management of the College observed during the course of annual inspection and noted in the inspection report had been already communicated to Miss Cotelingam and her replies thereto were tabulated and forwarded to you with my D.O.letter No. A3-1012/46-47, dated 31st December 1947.

C.B
Urgent
21/2/48
Minute
23/2

In the light of your D.O. letter referred to above certain broad charges were framed including some later instances of her mis-management of the College and communicated to Miss Cotelingam. A copy of these charges together with that of her replies thereto and also a copy of her letter No. 1715, dated 8th February 1948 furnishing her explanation for having utilised leave in anticipation of sanction, are enclosed herewith. Miss Cotelingam is so evasive in her replies that it is difficult to comment on each point. She never explains any point directly and always attempts to transfer responsibility for the irregularities to others. I have to repeat that her whole attitude has been a cause of deep embarrassment to University administration.

I request early orders of Government as Miss Cotelingam is due to retire from 3rd October 1948. May I add that as she is entitled, under the rules, to six months leave on full pay preparatory to retirement from service, there would be no occasion for any disciplinary action against her for her mis-management of the College as recommended by the University Council at their meeting on 17th-18th October 1947, if orders of Government are delayed?

Yours sincerely,

M. S. Mohiyuddin

K. Thipperudriah, Esq., B.A.,
Education Secretary to Government,
Bangalore.

UNIVERSITY OF MYSORE

Letter No.A3-1012/46-47, dated 11th February 1948 from the Registrar, University of Mysore, Mysore, to Miss L. Cotelingam,M.A.,L.T., Principal, Maharani's College for Women, Bangalore.

With reference to the correspondence ending with your letter No. 193, dated 26th July 1947 furnishing replies to the Inspection Note of the Vice-Chancellor and of the Chief Pay & Accounts Officer, I am directed to state that this correspondence has revealed a serious state of things in the administration of the College and brought to light many irregularities and omissions in the discharge of your duties as Principal of the College.

The following charges are therefore framed against you, and you are requested to reply to these charges within three days from the date of receipt of this communication. If no reply is received from you on the due date, Government will be informed that you have not replied to these charges.-

Charge No.1. You have not properly supervised the maintenance of the Attendance Register of the students in the College. In many cases the attendance is found to be marked in pencil. These pencil entries can be easily erased and the attendance record may be manipulated and falsified. In several cases the attendance entries have not been attested by the member of the staff who took the attendance, and you have not called for these registers periodically and checked them as it is your duty to do. Nowhere are your initials found on the registers as evidence of your checking. The Attendance Registers of students in the University are important documents and upon their proper maintenance depend the eligibility of candidates for examinations and the distribution of the various fee concessions. When the Attendance Registers have not been maintained properly, it need hardly be said that the certificates furnished by you as regards the attendance of students cannot be true statements.

Charge No.2. The condition of other important records, such as the Admission Register, Cash Book, Stock Registers and other account books was found to be very unsatisfactory as is clear from the Inspection Notes communicated to you already. The certificate of having verified the stock at the end of June 1947, furnished in your salary bill for July 1947, was found to be incorrect since actually there was no

evidence of verification on the books. It was further noticed that even the cash on hand had not been regularly verified at the end of each month. This shows that you, as head of the College, failed to exercise adequate supervision over the staff in regard to the maintenance of these Registers also.

Charge No.3. You as Principal of the Maharani's College for Women, Bangalore, having been appointed Chief Superintendent for University Examinations of December-January 1947-48, left the question papers of the Examinations in the hands of a Lecturer who in turn was asked by you to hand them over to an Assistant Professor. As Chief Superintendent of University Examinations you were entrusted with the safe custody of question papers. You have acted in a most irresponsible manner in transferring the question papers to a non-gazetted member of the staff without the approval of the University. You have by this action subjected the University to the risk of leakage of question papers and all its consequences.

Charge No.4. The correspondence and papers connected with the admission of Miss Zeenath Begum to the Junior I.Sc. class (Chemistry-Botany-Zoology) reveal a most deplorable state of affairs in the administration of the College. When the University ordered in August 1947 that the student was eligible only for the Arts Course, you allowed the student to continue in the C.B.Z. class. Your explanation that the Lecturers have entered the name of the student in the Attendance Register of the Science classes is untenable when it was your duty as Principal to inspect the Attendance Registers and see that they are properly maintained. By your action in this case the Laws of the University have been flouted and embarrassment has been caused to the University. The student and her parents have been kept in suspense and Government have had to call for a report in the matter.

Charge No.5. The establishment consisting of cooks, menials etc., were specifically sanctioned by the University for the new hostel building located in the Central College House. These were not employed at the said building but diverted otherwise, so that serious inconvenience has been caused to the boarders leading them

to wait in deputation upon the Minister for Education.

As stated at the beginning of this communication, a reply to the above charges is due from you within three days of its receipt by you.

--Copy--

M. S. Mathai

msr)16-2-48 Vice-Chancellor

UNIVERSITY OF MYSORE

Letter No.1761, dated 13th February 1948 from Miss L. Cotelingam, M.A.,L.T., Principal, Maharani's College for Women, Bangalore to the Registrar, University of Mysore, Mysore.

With reference to your letter No.A3-1012/46-47, dated 11th February 1948, received at 4 p.m. on 11th February 1948, I have the honour to state as follows:--

Charge 1. Attendance Registers of students.

I invite your kind attention to Para 6 of my reply No.193/1, dated 26th July 1947 to the Inspection Report. The pencil entries found in some cases were only to be inked later which were since attended to. Enclosed copy of Memo dated 23-7-1947 and 6-9-1947. The Attendance Registers are always in the safe custody of the concerned Lecturers and can never fall into the hands of others for being "easily erased and manipulated and falsified". As such it need hardly be said that certificates furnished by me as regards the attendance of students have never been untrue statement

Charge 2. Admission Registers, Cash Book, Stock Registers etc.,

Kindly refer to my letters:

1. Personal and Confidential letter dated 15th May 1947 to the Vice-Chancellor.
2. Letter No. 86 dated 14-7-1947
3. " 202 " 28-7-1947
4. " 361 " 14-8-1947
5. Reply to the Chief Pay & Accounts Audit Objections No.461 of 7-8-1947.
6. University Order No.A5-354/46-47,dated 3-8-1947.
7. This office letter No.833 dated 27th September 1947 including statement showing changes in clerical establishment from May 1945 to May 1947.

The certificate of Stock Verification was recorded on the concerned Registers after actually verifying the stock. I may here mention that the stock of articles was checked and actually counted by

Mr. Narayana Rao A. Nikam and Miss H.M.Parvathamma. A report to this effect was sent in this office letter No.4016, dated 28-3-1947 as such there is no justification in framing this charge against the Principal.

Charge 3. University Examinations: December-January 1947-48.

Reference: This Office letter No.1452 dated 26-12-47
" " 1453 " 28-12-47
" " 1457 " 29-12-47
(enclosing Medical Certificate)
D.O. dated 30-12-1947.

It is obvious from the above correspondence that the Principal has not subjected the University to the risk of leakage of question papers and all its consequences.

Charge 4. Admission of Miss Zeenath Begum.

The Principal was aware of Zeenath Begum being given Arts combination as per Orders of the University in reply to this office letter No.357, dated 12th August 1947 which was informed to the student. The student later on was found continuing in the same section and was severely warned. Her father was also informed of the fact by the University in their letter No.Ex.3-171/47-48, dated 15-11-1947. The College did not actually work during the months of September, October and December. The student was again informed through a Memo No.1356 dated 4th December 1947 that she should join the Arts Section. The concerned Lecturers were also informed in the matter. Further, the Principal had a personal talk with the student concerning her Arts combination. It was not possible for the Principal to physically remove her from the Science section and deposit her in the Arts Section. Therefore, I do not understand as to how the Principal has "flouted the Laws of the

University" and caused embarrassment to the University. I also fail to see how the student and the parents have been kept in suspense in the face of this office letter and the University communication sent direct to the parents concerned. Had the facts of the case been correctly viewed, Government need not have called for a report in the matter.

Charge 5. Central College House Hostel.

If the Cook was specially sanctioned by the University for the new Hostel in Central College House in view of the special arrangements to be made for preparing food independent of the ~~xxkd~~ old Hostel, there would not have been the necessity for the University to sanction a wheelbarrow for conveying food (prepared in the old hostel) to the new hostel. Reference: University letter No.A6-360/47-48, dated 12th August 1947. It is therefore in order that the additional cook employed should be attached to the kitchen of the old Hostel. This arrangement was discussed and definitely agreed upon by the Registrar at an interview (Reference: University letter No.A6-47/48,dated 5-8-1947) with the President of the Hostel and the Warden Miss H.M. Parvathamma who was asked by the Registrar to be in charge of this arrangement. With regard to the additional menials employed for the New Hostel they were put on duty there as evidenced by the complaints they made regarding the treatment meted out to them by Sri C. Sethu Bai, the part-time Warden of the New Hostel. Vide this office letters Nos.1639 and 1648, dated 22nd and 26th January 1948 respectively. Hence it is clear that the Cook and menials were not diverted otherwise.

As regards the deputation to the Minister for Education I wish to state that the Vice-Chancellor during his enquiry on 28th January 1948 pointed out that Sri Sethu Bai had set a bad example by going to the Minister and severely

reprimanded her in the presence of the Registrar and the President and the Warden for this procedure. I regret to state that the boarders were instigated by her to approach the Minister for which the President of the Hostel is obviously not responsible.

In conclusion I wish to state that I have replied to the charges (charges 1 - 2 arising out of the Inspection Note (1946-47) of the Vice-Chancellor and of the Chief Pay & Accounts Officer; Charges 3 - 5 Miscellaneous - 1948) framed against the Principal of the College and the President of the Hostel within the specified time of three days to spare the embarrassment of informing the Government of the delay in aswering the charges.

'Copy'

M. S. Rajpalkar

Vice-Chancellor

msr)

UNIVERSITY OF MYSORE

Letter No.1769, dated 14th February 1948 from the Principal, Maharani's College for Women, Bangalore to the Registrar, University of Mysore, Mysore.

In continuation of my Confidential letter No.1761, dated 13th February 1948, I have the honour to request you kindly to read as follows:-

Charge 1. "as such it cannot be said that certificates furnished by me as regards the attendance of students were untrue" instead of "as such it need hardly be said that certificates furnished by me as regards the attendance of students were never been untrue statements"

I may add that there are no rules regarding the duty of the Principal with regard to the maintenance of the Attendance Registers of the students.

Charge 3. I wish to inform you that all the sealed covers containing the question papers were kept in the iron safe, the key of which was put in a sealed cover and handed over to the Senior member for delivery to the Gazetted member of the staff. This is substantiated by Miss M. Jayalakshammanni's letter vide No.1482,dated 3-1-1948. This is the actual procedure which was adopted in a time of emergency.

These omissions have arisen as the time given me for replies to the charges was very short to look up the files for references.

--Copy--

msr)

Vice-Chancellor

Letter No. 1715, dated 8th February 1948 from Miss L. Cotelingam, to the Registrar, University of Mysore, Mysore.

With reference to your letter No. 715/47-48, dated 5th February 1948 calling for my explanation as to why I availed myself of 10 days furlough leave, I have the honour to invite kind reference to this office letter No. 1457, dated 29th December 1947 stating clearly that I was advised by my Doctor to take complete rest and change of weather at least for 10 days after the recent severe attack of incluenza which I had. I had also enclosed the Medical Certificate in support of the above.

It is purely on medical grounds and advise, I had to utilise the leave.

Vice-Chancellor.

Tel. Address: UNIREG.
Telephone : No. 277.

University of Mysore

No. A3.892/47-8
Encl.

H311/47

Office of the University of Mysore,
MYSORE.
7 April 1948

FROM

D. S. GORDON, ESQ., M.A., LL.B., B.T., A.M., DIP. EDN.,
Registrar, University of Mysore,
MYSORE.

To

A.C.Nirvani Gowda,Esq.,B.A.,
Education Secretary to the Government of
His Highness the Maharja of Mysore,Bangalore.

Sir,

I am directed to forward herewith a copy of this office Memorandum No.A3.892/47-48 dated 1st April 1948 regarding the relief of Miss L.Cotelingam,M.A.,L.T., Principal, Maharani's College for Women, Bangalore, of her duties as per your instructions over the phone, pending orders of Government for her retirement from service with effect from 3rd April 1948 for the information of Government. I am to add that further action regarding filling up the post will be taken soon after the receipt of Government Order in the matter of retirement of Miss L.Cotelingam.

I have the honor to be,
Sir,
Your most obedient servant,

REGISTRAR.

M.6. Subd for perusal
the main bill relating to the retirement of
Miss L. Cotelingam is being (No 3402/CB) is being
submitted to His Highness.

Eon seen
Await final orders
on that bill

UNIVERSITY OF MYSORE.

No.A3.892/47-8.

Office of the University of Mysore,
Mysore, Dated 1st April 1948.

Memorandum.

Pending receipt of formal orders of Government leave for six months preparatory to retirement from service is granted to Miss. L.Cotelingam,M.A.,L.T., Principal, Maharani's College for Women, Bangalore, with effect from 3rd April 1948. She is relieved of her duties as Principal of the College from the forenoon of 3rd April 1948, and she is requested to hand over complete charge of the office of the Principal to Sri M.Jayalakshammanni, Assistant Professor of History, Maharani's College for Women, Bangalore. Sri M.Jayalaskhammanni is placed in charge of the duties of the Principal, Maharani's College for Women, Bangalore, until further orders.

BY ORDER,

Sd.D.S.Gordon.,

Registrar.

To:

1.Miss L.Cotelingam,M.A.,L.T.,
Principal, Maharani's College for Women, Bangalore.

2.Sri M.Jayalakshammanni,M.A., Assistant Professor of History, Maharani's College for Women, Bangalore. She is requested to take over charge of the office ofthe Principal, Maharani's College for Women, Bangalore, from Miss.L.Cotelingam on 3rd April 1948 and to forward charge report to this office.

3.Pay & Accounts Section, Mysore.

-- Copy --

Registrar.

Tel. Address: 'UNIREG.'
Telephone : No. 277.

University of Mysore

No. A3-892/47-48.
Encl.

Office of the University of Mysore,
MYSORE.
23rd April 1948.

From

D. S. GORDON, Esq., M.A., LL.B., B.T., A.M., DIP. EDN.,
Registrar, University of Mysore,
MYSORE.

To

A.C.Nirvani Gowda, Esq., B.A.,
Education Secretary to the Government
of His Highness the Maharaja of Mysore,
Bangalore.

Sir,

In continuation of this office letter No. A.3-892/47-48 dated 7th April 1948, intimating that Miss L.Cotelingam Principal, Maharani's College for Women, Bangalore, has been relieved of her duties pending receipt of formal orders from Government, I am directed to request that the formal orders may kindly be communicated at an early date so that further action may be taken immediately for filling the post of Principal, Maharani's College for Women, Bangalore, before the commencement of the next academic year.

I have the honour to be,
Sir,
Your most obedient servant,

Registrar.

KNN.22

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE

ORDER NO.8446/C.B.295-47-1,
DATED,BANGALORE,THE 6TH MAY 1948.

Government are pleased to direct that Miss. L. Cotelingam, Principal, Maharani's College for Women. Bangalore, be permitted to retire from service from the date of her superannuation, viz., 3rd October 1948.

H Mallesh Kayya

for Secretary to Government,
Education Department.

To
The Registrar, University of Mysore;
The Comptroller to Government.

o/c

Proceedings of the Govt of H.H. the Maharaja of Mysore

Order No. 8446. Dt 6 5 48.
CB 295-47-1

Government are pleased to direct that Miss L Gotelingam Principal Maharanis College for Women, Bangalore, be permitted to retire from Service from the date of her superannuation viz 3rd October 1948

Sd/-

Secy to Govt
May 5/5/48 Education Dept.

To

The Registrar, University of Mysore
" Comptroller to Govt.

Copy to the Edn Branch

A.431/CB

COMPTROLLER'S OFFICE Date 5.5.48 Special Section GAD BANGALORE

A certificate showing the amount of leave on full pay at the credit of Miss. L. Cotelingam, Principal, Maharani's College for women, Bangalore, as on 3rd April 1948, may kindly be furnished.

By Order,

For Chief Secretary to Govt.

Comptroller to Government,
with compliments.

U.O.No 74/GAD

CHIEF SECRETARY 82 CB 13 MAY 1948 GOVT. OF MYSORE

U-O- No. 916/GAD Dated 12-5-48

Returned with compliments

The officer was entitled to furlough on average salary for 5 months on 3-4-48

For Comptroller.

PA

5394 Cy

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

CHIEF SECRETARY 52 16 JUN 1948 GOVT. OF MYSORE

Comptroller's Office, Bangalore.

No. 983/GAD Dated 14th June 1948

To

The Chief Secretary
to the Govt. of Mysore,
Bangalore.

Read on 19/6

Sir,

In enclosing a copy of letter No.Al-715/47-48 dated 4-6-48 received from the Registrar, University of Mysore, and a copy of this office letter No.945/GAD dated 19-5-48 addressed to him, I have the honor to state that the period of 10 days furlough on average salary sanctioned from 2-1-48 to 11-1-48 to Miss L. Cotelingam, Principal, Maharani's College for Women, Bangalore by the Registrar on 4-6-48, will have to be deducted from the total period of 5 months furlough on average salary intimated to you in this office Memo. No.916 dated 11-5-48 as having been at the credit of the officer on 3-4-48. The correct amount of furlough on average salary at the credit of the officer on 3-4-48 was therefore 4 months and 20 days.

I have the honor etc

For Comptroller.

Memorandum No. A 1-715/47-48 dated 4-6-48 ~~dated~~ from the Registrar, University of Mysore, Mysore.

Under Article 209 of the M.S.R. Miss L. Cotelingam,M.A.L.T. Principal, Maharani's College for Women, Bangalore, is granted furlough leave on average salary for 10 days from 2-1-1948 to 11-1-48 (both days inclusive).

==========

Letter No. 945/GAD dated 19-5-48 from the Comptroller to the Govt. to the Registrar, University of Mysore, Mysore.

With reference to your letter No.A 1715/47-48 dated 13-5-48 regarding the several kinds of leave at the credit of Miss L. Cotelingam on 2-1-48, I have the honor to state that in -- reply to the enquiry of the Chief Secretary to the Govt. of Mysore Bangalore, a certificate to the effect that the officer was entitled to a maximum period of 5 months' furlough on average salary on 3-4-48 has already been furnished to Government in this office letter No 916 dated 11-5-48. However the officer was entitled to 3 months' privilege leave on half pay on 2-1-48 under Article 182 of M.S.R. If the officer were to be sanctioned furlough for the 10 days of her absence from 2-1-48 to 11-1-48, the certificate of furlough furnished to Govt. will get affected. If, on the other hand, the officer were to be sanctioned privilege leave on half pay, she will be entitled to furlough on average salary for a period of 5 months from 3-4-48 as already intimated to the Chief Secretary. Hence the kind of leave that will be sanctioned to the officer for the said 10 days may kindly be intimated to this office immediately so that a reference may be made to the Chief Secretary to Govt. in case the leave certificate already furnished requires any modification in the circumstances stated above.

Copies

Assistant Comptroller
~~Superintendent~~
Comptroller's Office

14/6

G. R. S. App. F. G. 3.

GENERAL AND REVENUE SECRETARIAT.

(*Continuation sheet draft form*).

Issued on 1-7-1948

No. 10039/C.B. 341-47-1
dated 29/6/48
1-7-48

G.O. No. 4669
C-13

Notification

under Articles 191 and 209 of the M.S.R., Miss R. Gopalingam M.A., L.T., Principal, Maharani's College for Women, Bangalore, is granted Combined leave of absence for Six months ~~on full average salary~~ with effect from 3rd April 1948, preparatory to ~~Retirement~~ from Service at the end of the leave

Of the total amount of leave 4 months and 20 days (5 months) will be taken on full average ~~Salary~~ Salary ~~for~~ 1 month and 10 days and (1 month) Privilege leave on full pay

By Order
Jon
6/6/48
Secy to Govt.
Edn Deptt

Secy
5/6/48.

Memo. No 10039/C.B. dt 29.6.48.

Copy of the above is forwarded w/c to the Comptroller to Govt through H. Secty with the intimation that the

WD 03697—GPB—30,000—2-2-46

Privilege leave on half pay at the credit of Miss A Gopalingam is commuted into privilege leave on full pay under Art. 145 (3) of the N.S.R.

Memo No. 10.0.41/C.B. dt 29/6/48
3-7-48

Copies to the Registrar University of Mysore

Edn Branch

R 4/6

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

No. 10039/C.B.341-47-1.

General and Revenue Secretariat

Dated, Bangalore, 1st July *194*

NOTIFICATION

Under Articles 171 and 209 of the Mysore Service Regulations, Miss. L. Cotelingam, M.A. L.T., Principal, Maharani's College for Women, Bangalore, is granted combined leave of absence for six months with effect from 3rd April 1948, preparatory to retirement from service at the end of the leave.

Of the total amount of leave, 4 months and 20 days will be furlough on full average salary and 1 month and 10 days privilege leave on full pay.

By Order,

(Sd.) A.C.Nirvani Gowda.

Secretary to Government,
Education Department.

To

The Compiler, Mysore Gazette, for publication.

Memo No.10040/C.B. 29th June 1948

Copy of the above is forwarded with compliments to the Comptroller to Government through Financial Secretariat with the intimation that the privilege leave on half pay at the credit of Miss L. Cotelingam is commuted into privilege leave on full pay under Article 145 (3) of the Mysore Service Regulations.

(Sd.) A.C.Nirvani Gowda,
Secretary to Government,
Education Department.

Memo No.10041/C.B. 3rd July 1948

4 Copies of the above are forwarded with Compliments to the Registrar, University of Mysore.

O/C

G.V.K. Rao

for Secretary to Government,
Education Department.

Tel. Address: UNIREG
Telephone : No. 277.

University of Mysore

No.A.3-892/47-48.
Encl. 9

Office of the University of Mysore,
MYSORE,
14 JUNE 1948.

FROM
D. S. GORDON, Esq., M.A., LL.B., B.T., A.M., DIP. EDN.,
Registrar, University of Mysore,
MYSORE.

TO
SRI A.C. NIRVANI GOWDA, B.A.,
Secretary to the Government of His
Highness the Maharaja of Mysore,
Education Department, BANGALORE.

Sir,

With reference to Government Order No.8446/CB.295-47-1, dated 6th May 1948, directing that Miss L. Cotelingam, Principal, Maharani's College for Women, Bangalore, be permitted to retire from service from the date of her superannuation, viz., 3rd October 1948, I am directed to state that preparatory to retirement she had proceeded on leave from 3rd April 1948.

The question of filling up the post of Principal, Maharani's College for Women, Bangalore, was considered by the University Council at the meeting held on 31st May 1948, and it was resolved as follows:-

RESOLVED (i) that the post of Principal, Maharani's College for Women, Bangalore, be advertised.

(ii) that the draft advertisement be approved.

I am to forward herewith a copy of the Council Resolution together with a copy of the draft advertisement and to request you to be so good as to obtain sanction of Government to advertise the post of Principal, Maharani's College for Women, Bangalore, in accordance with the conditions laid down in Government Order No.2943-4/Uni-78-42-11, dated 28th December 1943.

I have the honour to be,
Sir,
Your most obedient servant,

REGISTRAR.

KR:

UNIVERSITY OF MYSORE

Extract from the Proceedings of the Meeting of the University Council held on 31st May 1948.

SUBJECT:-

28. Retirement of Miss L. Cotelingam, M.A., L.T., Maharani's College for Women, Bangalore from 3-10-1948, and arrangements in the vacancy.

i) Government Order No.8446/C.B.295-47-1, dated 6-5-1948, ordering the retirement of Miss L. Cotelingam, M.A., L.T., Principal, Maharani's College for Women, Bangalore with effect from 3-10-1948.

The Government Order was recorded.

RESOLVED (i) that the post of the Principal, Maharani's College for Women, Bangalore be advertised.

(ii) that the draft advertisement be approved.

"C O P Y"

REGISTRAR.

KR:

UNIVERSITY OF MYSORE.

NOTIFICATION DATED ...14:6:48

No.A.3- 892/40-48... Applications are invited from duly qualified Women candidates for the post of Principal, Maharani's College for Women, Bangalore. The salary attached to the post is Rs.400-25-700/-. The post is permanent. The selected candidate will be started on the minimum salary of Rs.400/- or on a higher salary according to qualifications and will be on probation for two years. The minimum academic qualification required is a good Honours or Masters Degree. Preference will be given to candidates who have experience in teaching and administration and who have done original work.

2. The post is pensionable. It is subject to the rules of the Mysore Service Regulations as regards salary, leave, pension, etc., and subject also to the rules of the University as regards discipline. The person selected will be required to join duty immediately after the receipt of orders of appointment.

3. Applications should contain the following information:-

Age, caste or community, qualifications (including examinations passed and name of University, date of passing and class), present position, salary and previous service, if any, as well as works published and other particulars, if any.

Copies of testimonials (which will not be returned) should accompany the application. Six sets of the application and of testimonials are required. Applicants already in service must forward their applications through their official superiors.

4. If required, candidates should be prepared to be interviewed at their own expense.

5. Applications should be addressed to the Registrar, University of Mysore, Mysore, and sent so as to reach him on or before .....

REGISTRAR.

KR:

8765/

No 231/C.B D. 17th July 1945

G. R. S. App. F. G. 3.

GENERAL AND REVENUE SECRETARIAT.

(*Continuation sheet draft form.*)

To

The Registrar,

University of Mysore.

Sir,

With reference to your letter No. A.3-892/47-48 dated the 14th June 1948 requesting sanction of Govt. to advertise the post of Principal, Maharani's College for Women, Bangalore, in accordance with the conditions laid down in G.O. No. 2943-4/Misc 78-42-11 dated 28th Dec 1943, I am directed to convey approval of Govt. to the same.

I have etc

Sdn

8/7/45

Offg Secy to Govt

Edn. Deptt.

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. E. 2943-4—Uni. 78-42-11, dated 28th December 1943.

Procedure.

Lays down the —— for filling up the vacancies of Professors and Assistant Professors in the Mysore University.

READ—

Government Order No 1411-12—C. R. B 6-28-1, dated 7th August 1928, laying down, among other matters, that all vacancies, of and above the grade of an Assistant Professor be advertised by the Mysore University.

2. Government Order No. 7872-74—C. R. B. 6-28-4, dated 13th April 1929, directing that in making selection of candidates for vacancies in the tutorial staff of the University, preference be shown to persons belonging to backward communities, if their qualifications are approximately equal to those of other candidates.

3. Letters No. P 1278, dated 28th June 1943 and No. P. 242, dated 23rd August 1943 from the Vice-Chancellor, Mysore University, in the matter of filling up the vacancies of Assistant Professors.

ORDER No. E. 2943-4—UNI. 78-42-11, DATED BANGALORE, THE 28TH DECEMBER 1943.

Government direct that the following procedure be adopted, in future, in filling up the vacancies of Professors and Assistant Professors in the University

(i) Vacancies in the Professors cadre may be advertised with the approval of Government, such advertisement being open to both local and outside candidates. In making selection to these vacancies, the direction contained in the Government Order dated 13th April 1929, read above, will apply.

(ii) Vacancies of Assistant Professors may be filled up by selection either after advertisement or otherwise at the discretion of the University Council and after approval of the same (method of selection) by Government, such advertisement or selection being confined only to Mysoreans, applications, if any, from qualified Mysoreans (whether working in the University or not) being also considered on merits, and the direction contained in the Government Order dated 13th April 1929, referred to above, being also kept in view, while making the selection.

R. P. MALLAPPA,
Secretary to Government,
General Department.

To—The Registrar, Mysore University.
The Public Service Commissioner for Mysore.

Exd.—T. N. S.

WD 282—GPB—250—28-8-47